

MINUTES OF STRATA COUNCIL MEETING
GREENWICH ON 5TH - LMS 4180
1858/1868 W. 5th Ave & 2150 – 2158 Cypress Street, Vancouver, BC
Monday, October 20, 2008

ATTENDANCE

Gary Thandi—President #408E
Joyce Connors—Vice President #108E
Eric Douglas—Treasurer
Adam Vasilevich - #310W
Jim Dobson - #307W

Lyndon King was present representing AWM-Alliance Real Estate Group Ltd (AWM). The meeting was called to order at 6:35 pm

MINUTES OF THE MEETING

Following discussion it was moved, seconded, and carried to approve the previous minutes of September 22, 2008.

FINANCIAL REPORT

Following discussion it was moved, seconded and carried to approve the July and August statement. The September statement was also provided however will be approved at the next meeting.

Accounts Receivable – The Property Manager and Council reviewed the accounts receivable where the Property Manager was instructed to affect collection as necessary.

AWM-Alliance conducts collection in accordance with the bylaws each month on all outstanding accounts. Owners, please be advised that your monthly maintenance payments are due and payable on the first of each month. Non-compliance may result in the Strata Council assessing fines, interest charges applied to outstanding balances, removal of access to common facilities, and/or having a legal lien placed on the unit with a collection fee of \$450.00 plus GST charged to the suite. **Owners are encouraged to correspond with Council if they expect delays/experience financial difficulties.**

*****Owners are advised all payments should be made by either post-dated cheques or pre-authorized payment form (EFT).*****

BUSINESS ARISING FROM PREVIOUS MINUTES

1. **Landscaping Improvements**—Council member Adam Vasilevich reported that pruning of the shrubs and trees is continuing and that the sprinkler system will be winterized shortly.
2. **Interior Painting**—The Council will review this topic later in the year as the lack of funds in the budget might not allow the work to take place.
3. **Roof Top Whirly Bird Vents**—It was reported that the roof vents have been lubricated and all the roof vents are now functional.
4. **Cameras**—The Property Manager advised that an additional quote is coming and that the concept will be presented at the upcoming Annual General Meeting. This expense will be taken from the contingency reserve fund.
5. **Repair and Maintenance Log**—The Property Manager advised that he is still working on completing the log. The log will include items that are routinely completed during the year and when the item is completed.
6. **Gutter Cleaning**—The Property Manager reported that the gutter cleaning will start on November 19 and complete on November 21.

Please make sure you pick up after your pets.

IMPORTANT SECURITY PRECAUTIONS

We request that all Residents take these necessary precautions:

- Never leave your remote control in your vehicle
- Do not leave anything in your vehicle
- Do not leave any items in your parking stall
- Do not allow strangers into the building (behind you or through entry phone)
- Meet delivery personnel at the front door
- Watch garage gate close after driving in/out of parking garage

Condo Reminders

Rentals: In accordance with the legislation and the bylaws, all Owners renting their Strata Lots are reminded that it is mandatory to have an updated *"Form K", Notice of Tenants Responsibilities*, given to the Strata Corporation each time a new tenant moves into the Strata Lot. It is requested at this time that all tenanted Strata Lots provide an updated "Form K".

AS PER THE BYLAWS, IF AN UPDATED "FORM K" IS NOT FILED WITH AWM A FINE WILL BE ISSUED TO THE STRATA LOT EACH MONTH OF \$50.00.
TO OBTAIN A "FORM K" PLEASE SEE WEB SITE: WWW.FIC.GOV.BC.CA.

Move In/Out: Please note that seven days notice must be provided in writing to AWM-Alliance for all move in/out stating the date, time, and duration of the move, along with a

contact phone number to confirm the appointment. Non-compliance may result in fines being assessed by the Council.

Exterior Alteration: All Owners please be advised that any alterations, changes or modifications to the exterior of your suite/building must be presented to and approved in writing by the Strata Council prior to any work beginning. Non-compliance will result in the Owner restoring the exterior to its original condition at their cost.

Minute Distribution— A notice will be posted after each meeting to advise Residents that a meeting has been held and to go online to read the minutes. Owners are encouraged to access AWM-Alliance's website (www.awmalliance.com, there after click on "Strata Owner's Login") and download the minutes for the Strata Council Meetings by typing: USERNAME: LMS4180 PASSWORD: GREENWICH. If Owners wish to continue having the minutes mailed to them, please inform AWM-Alliance in writing via fax: 604-893-1721 or email to info@awmalliance.com with the subject heading Greenwich on 5th Minutes Request". Please ensure you indicate your unit number in the email.

NEW BUSINESS

1. **Mechanical Preventative Maintenance Plan**—Following discussion the Property Manager was requested to provide previous quotes for the servicing of the mechanical equipment. The Council will review and compare against the current contractor servicing the equipment.

CORRESPONDENCE

A letter was received from an Owner regarding various topics that concern the heritage homes. The Property Manager will reply as directed by Council.

ADJOURNMENT

There being no further business the meeting was adjourned @ 7:55 pm.

NEXT MEETING – The next meeting of Council will be held Monday, November 24, 2008 at an off site location.

These minutes submitted by Lyndon King, Senior Property Manager.
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