

MINUTES OF STRATA COUNCIL MEETING
GREENWICH ON 5TH - LMS 4180
1858/1868 W. 5th Ave & 2150 – 2158 Cypress Street, Vancouver, BC
Monday July 30th, 2007

ATTENDANCE

Gary Thandi	#408E	Joyce Connors	#108E
Sharon Turner	#311W	Eric Douglas	#201E
Adam Vasilevich	#310W	Katherine Franke	#2158

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 June 25, 2007.

FINANCIAL REPORT

Following discussion, it was moved, seconded and carried to approve the April, May 2007 financial statements as provided. The Council Treasurer had some questions on the June statement which will be addressed by AWM and the June statement 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. There was 1 Owner identified to be followed up for collection.

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. **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. **Heritage Home Painting** – The Property Manager advised that work has started however has been slowed due to the weather. It was noted that the additional funds were approved in the amount of \$1,350 plus tax. This increase was requested from the painter as a result of when the pricing was done the painter did not take into account the growing shrubs as well as the preparation work is taking longer than anticipated.
2. **Fob Box** – The Property Manager advised that the contractor has completed the work as quoted.
3. **Landscaping Improvements**—The Strata Council and Property Manager discussed work to date as well as the improvement work. All Committee Members have been reimbursed for purchases made on behalf of the complex. The Landscape Committee reviewed the budget to which they are working within. The Committee will provide cost updates to the Property Manager and Treasurer. The Council also discussed the payment to the landscaper which AWM will be providing to the landscaper on a timely basis. Council also discussed the installation of additional irrigation at the front of the buildings. Council to review information and make a decision.

Brick work remains tabled until later in the year after.

4. **Elevator**—The Property Manager advised that he has spoken to the elevator company and will follow up should the elevator continue to break down.
5. **Carpet Replacement 3rd and 4th Floor 1868 Building**—The Property Manager and Council discussed the extra costs due to the installation method of gluing down the carpet to the floor and then the carpet to the underlay. Work to start the week of August 20th and the 21st. Residents on the 3rd and 4th floor of the 1868 Building will need to provide access as the threshold or transition of the hall carpet is under the doorway and the suite door must be open to install the new carpet. If you will not be home during that time please contact Lyndon King at AWM lyndon@awmalliance.com or direct line at 604-639-2166.
6. **Garbage Doors**—The Property Manager advised of the garbage company has repaired the drywall and curb in the garbage room but have not completed the doors. Work to be completed shortly.
7. **First Floor Painting 1868 Building**—The Property Manager advised that the painting was completed as approved.

8. **Boiler Invoice**—The Property Manager advised that following a meeting with the CT Controls as well as Council Member Eric Douglas, settlement has been reached regarding a long outstanding invoice for the second boiler installation.
9. **Security**—The Council and AWM discussed the handling of break-ins and procedures to be followed.

Correspondence—no letters were received for this meeting.

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.

NEW BUSINESS

1. **Minute Distribution**—Following discussion, it was determined that a notice will be posted after each meeting to advise Residents that a meeting has been held and to go online to read them. 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.
2. **Storage**—Please be aware that items left on top of lockers will be removed from the storage room and kept for a short time before being thrown out. **Do not store any items on the top of lockers. Storing items in this location is against the fire regulation as the items block the sprinklers. Your cooperation is appreciated.**

ADJOURNMENT

There being no further business the meeting was adjourned @ 7:50 pm.

NEXT MEETING – The next meeting is scheduled for September 24, 2007 at 6:30 pm in unit 108-1858.

These minutes submitted by Lyndon King, Senior Property Manager
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