

**MINUTES OF STRATA COUNCIL MEETING
GREENWICH ON 5TH - LMS 4180**

**1858/1868 W. 5th Ave & 2150 – 2158 Cypress Street, Vancouver, BC
Tuesday, January 29, 2007 @ 6:30 pm**

ATTENDANCE

Reid Hart, Vice President	#203E	Joyce Connors, Secretary	#108E
Sharon Turner	#311W	Eric Douglas	#207E
Gary Thandi, President	#408E	Susan Rechel	#106E
Katherine Francke	#2158 Cypress		

Tyler Johnson was present representing AWM-Alliance Real Estate Group Ltd. AWM-Alliance will be minuted as AWM. The meeting was called to order at 6:45 p.m.

MINUTES OF THE MEETING

It was **MOVED** and **SECONDED** to approve the minutes dated December 5, 2006.

MOTION CARRIED

FINANCIAL REPORT

Monthly statements – The treasurer had a few questions regarding the statements for the months of November and December 2006. AWM will respond to these questions. After a brief discussion the treasurer recommended the approval of the November and December 2006 financial statements.

It was **MOVED** and **SECONDED** to approve November and December 2006 financial statements subject to AWM's response to the treasurer's two queries.

MOTION CARRIED

Accounts receivable – The council reviewed the owners in arrears, and appropriate action will be taken regarding those owners in arrears.

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. **2007 Draft Budget** – the council reviewed the draft budget for 2007 and made a few amendments. This final version of the budget will be included in the AGM package that will be circulated shortly.
2. **Carpet Replacement** – the council met with the contractor to discuss the carpet options at 1868. The carpet on the upper floors tend to buckle with sudden humidity changes. Synthetic, wool, and carpet tiles were considered, and whether the carpet would be stretched or glued down was also considered. The council discussed the options that would be presented to the owners at the next general meeting. The options are: gluing down the existing carpet, installing a new wool carpet, or installing synthetic carpet that is glued down. This expense was included in the operating budget.
3. **Heritage Home Painting** – AWM had previously provided council with the city approved heritage colours for their review. The City of Vancouver has a grant program available, and the strata will submit an application. The total cost excluding the grant is expected to be \$15,000 to \$17,000. The owners will be asked to approve this expenditure from the contingency fund at the next AGM.
4. **Hot Water 2150** – the new hot water tank for 2150 was installed and the owner appears satisfied by the result.
5. **Wood Rot Repair 2158** – this repair has been approved, but has not yet been scheduled by the contractor. AWM will follow up.
6. **Garage Entry Remote Reader Boxes** – a council member is working with the contractor to approve the design of these boxes.
7. **Heritage Address Numbers** – in the absence of any suggestions, the heritage address numbers will be replaced with similar numbers.
8. **Heritage House Landscaping** – funds have been budgeted for landscape improvements in the next fiscal year. The heritage owners are asked to submit any suggestions for landscape improvements to the council.
9. **Pet Signage** – the signs are on-site and will be installed, weather permitting.
10. **Dryer Vent Cleaning** – the dryer vents have been cleaned, and the contractor submitted a quote to clean the hallway ventilation system. The council considered this quote and asked AWM to arrange for this work to be completed.

NEW BUSINESS

1. **Break-in Attempt** – there was a break-in attempt on the exterior of the building 1868. Owners are reminded to ensure that they have proper security measures in place and to report any suspicious activity to the police.
2. **Heritage House Roof Repairs** – there are some repairs that are outstanding from the recent windstorms. Due to the pitch of the roof, this work can only be completed in dry/warm weather. AWM will follow up with the contractor that had been awarded this work.
3. **AGM Agenda** – the Annual General Meeting is scheduled for February 26, 2007. The council discussed the agenda for this meeting. It was agreed to include a resolution to transfer funds from the contingency account to the operating account to cover the operating deficit in the 2006 fiscal year. A resolution will also be proposed to fund the heritage home painting from the contingency account.
4. **Locker Rooms** – some residents are storing items on top of their lockers, contrary to the fire code. These items will be removed by the site staff and notices posted in the locker rooms.
5. **Common Hall Painting** – the halls in 1868 were recently painted. However, there is a substantial amount of wear in these halls. The council asked AWM to confirm what type of paint was applied as it appears to not be sufficiently durable.

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.

ADJOURNMENT

There being no further business the meeting was adjourned @ 7:40 p.m.

NEXT MEETING – The next meeting will be the AGM on February 26, 2007.

These minutes submitted by Tyler Johnson, Senior Manager

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