

Approved Minutes - Council Meeting - Strata 2720 – May 27, 2004

Attending: Roger Taylor, Gerry Gabel, Mary Lou Newbold, Will Carter

Absent: Don Gorby, Chris Maze, Darren Pears

Quorum: Yes

Minutes taken by: Gerry Gabel

The meeting was called to order at 7:45 PM at Mary Lou's place.

1. Review Minutes

a) The Minutes of the April meeting were approved with the following changes:

- in item 2a), change the third sentence to read "...repairs for water damage shall be paid from the envelope reserve fund and ratified at the AGM."
- in item 3b), remove the last sentence
- in item 3e), change "as well" to "as well as"
- in item 4, add a sub point "a) None."
- in item 5b), change the text in first sentence from "... outstanding fines ..." to "outstanding fines and repair costs ...". Delete the next six sentences.
- in item 6, add a sub point "a) None."

2. Financial Review

a) The March Financial Statements were not available. Will did hand out a revised copy of the February statements.

b) Council reviewed and approved the April financial statements noting that the financial position of the Strata had improved from the February report.

c) Will reported on the status of the Baywood Property Management accounting system rebuild stating that his office has caught up with re-entering data. He feels the new computer system is working properly although he did note a peculiar problem with some entries being repeated many times.

d) The matter of arrears letters to be sent out by Baywood Property Management was discussed starting with Roger strongly expressing his concern that Baywood has not communicated the arrears situation properly to delinquent owners. Will agreed but noted that the system problems, that date back to last fall, have caused procedural problems since he could not rely on the accuracy of the data. However, he committed to convincing the Strata Council that such matters are under control now that the accuracy of the data is assured. In the future, Will is to bring a unit by unit check-off report for arrears to each meeting.

e) Gerry reported on the status of the Strata 2004/2005 insurance stating that our broker has obtained a competitive quote from a group of four insurers lead by AXA Insurance. The renewal quote from our current insurer, Royal and SunAlliance Insurance, was about 10% greater than last years premium. Council decided that we would give Royal and SunAlliance the opportunity to meet the other quote but if they do not, then we will go with the AXA led group.

3. Maintenance/Repair Items

a) The light fixtures in the Churchill Place hallways have been installed.

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- b) The irrigation system has been activated for the summer with watering concentrated on the newly seeded areas.
- c) The repair of the membrane in front of Hampton Court has been completed but some of the bushes have not been replaced properly. Roger will try to get DougLes Consulting to do the work.
- d) The annual fire inspection by Pacific Coast Fire Equipment will cost more this year because they need to do more extensive testing including external hydrostatic testing of the fire hoses. Mary Lou suggested that we could save some money by replacing the bulbs and batteries in the emergency lighting systems ourselves.
- e) The gate on the East Side of Hampton Court is not being closed and locked properly by residents who use that access. Council decided to change the lock such that it can only be opened by a maintenance key rather than by a common key.
- f) Window/building exterior washing is to be carried forward.
- g) Cleaning of dryer vents is to be carried forward.

4. Security Issues

- a) None.

5. Bylaw Issues

- a) None.

6. Other Items

- a) The tenant in CP 306 moved out prior to May 1st as agreed to in the negotiated settlement between the owner and the Strata. The text of that agreement is as follows:

1. The current resident and guests are removed from 306-520 Dunedin no later than May 1, 2004.
2. The locks of 306-520 Dunedin are changed on May 1, 2004.
3. Unit 306-520 Dunedin remains vacant and unoccupied until sold.
4. The current resident, her friends, and guests do not have access to the Strata and do not gain access to 306-520 Dunedin after May 1, 2004.
5. Council receives an undertaking that the following amounts will be withheld and paid to the strata from the proceeds of the sale of 306-520 Dunedin:
 - a. The reduced fines of \$3,000.00 for fines levied up to and including March 16, 2004, and
 - b. The reduced repair costs of \$1,258.17.

Council thanked Roger for his diligent work in negotiating with the owner's lawyer for a successful conclusion to this long-standing issue.

Next Meeting Thursday June 24, 2004 @ 7:00pm at Roger's (HC417)

The meeting adjourned at 9:55PM