

Approved Minutes - Council Meeting - Strata 2720 – July 14, 2004

Attending: Roger Taylor, Gerry Gabel, Don Gorby, Chris Maze, Mary Lou Newbold, Will Carter

Absent: Darren Pears

Quorum: Yes

Minutes taken by: Gerry Gabel

The meeting was called to order at 9:00 PM at Will's place.

1. Review Minutes

- a) The June Minutes were approved without any changes!

2. Financial Review

- a) The June results were carefully reviewed, as it is the year-end financial report. Council noted that we were under budget in that our loss was less than anticipated in the budget. Roger requested that the amounts associated with the fines levied against the owner of CP 306 are revised to reflect the amount agreed to be paid upon the sale of the unit. Some discussion occurred about the high amount for Repairs and Maintenance and whether or not some of the funds should come from a Contingency Fund. Council decided to use funds from the Building Envelope Fund to cover the cost of the membrane repairs and related water damages subject to being ratified at the upcoming AGM. Will was also asked to check the fireplace gas recoverable balance sheet account as Council felt that the negative number shown was incorrect. Other than that item, Will felt the Balance Sheet report was 100% accurate including the T-Bill account and the arrears amount shown as a recoverable.
- b) Will produced copies of the letters sent to all owners with significant arrears and noted that we have reduced the outstanding amount by \$2,000 from last month.
- c) Council had received a request from the owner of CP 111 that the cost of some repairs he made be applied to his outstanding arrears. Roger noted that the Strata paid for the original repairs caused by water damage and that the owner's claim was for some subsequent work that was done without indicating the previous repairs were not acceptable. With this understanding, Council rejected the request.
- d) Council reviewed the annual 2003/2004 financial report for the two contingency funds and then considered the projected timeline for the use of the Contingency Reserve Fund. Council decided to schedule another building envelope moisture testing for this fall as recommended in the Engineer's report. Changes were also made to advance the timing of the painting of the interior halls, stairs and doors and the replacement of the EnterPhone system.
- e) Will presented his first draft of the 2004/2005 budget. Council was looking for a larger reduction in Strata fees considering that our insurance expense is about \$10,000 less than last year. Various budget items were changed and Council also consolidated some expense items to make the Operating Statement more concise. Will was requested to make further reductions such that total expenses were reduced by about \$10,000 to \$12,000.

Approved Minutes - Council Meeting - Strata 2720 – July 14, 2004

3. Maintenance/Repair Items

- a) The EnterPhone experienced a major malfunction on July 8th resulting in the loss of the database of resident information. The system had to be reprogrammed using data requested from residents and the majority of the data was entered over the weekend.
- b) In the interest of time, Council decided to carry forward the following agenda items:
 - landscaping (weeding, grass re-seeding, plant replacement)
 - window/building exterior washing
 - cleaning of dryer vents

4. Security Issues

- a) None

5. Bylaw Issues

- a) Council has received a copy of a letter written to HC204 about an increased level of noise coming from HC204. This is not an official complaint, just a copy of communication, so no action will be taken.
- b) Roger tabled the proposed Bylaw change regarding minors occupying units for consideration at the AGM, which Council accepted.

6. Other Items

- a) Council has received a letter from the owner of CP 405 regarding noise from a roof top ventilation fan, which she claims is affecting her health. She has requested that the fan be moved. In discussing this request, Council noted that the fan was located there when she bought the unit although it had been turned off at that time due to a needed repair. Council considered the option of paying for part of the move or perhaps bringing the matter to the AGM for owners to decide. Council was reluctant to move the fan as this may then cause other residents to complain about a new noise and the fan may need to be moved back. Council discussed possible maintenance options. Roger to pursue maintenance options with Victoria Refrigeration. Will Carter is to inform CP405 owner of council's decision.
- b) The Annual General Meeting has been scheduled for Thursday, August 19th at the Legion. Roger will work with Will to prepare the necessary notices, financial statements, budgets, minutes, special resolutions, etc. for the meeting.
- c) There were some cheques in the council mailboxes that were given to Will.

Next Meeting After the AGM on August 19th, 2004 at the Legion.

The meeting adjourned at 11:15.

Council members thanked Will and Jackie for the excellent dinner.