

Approved Minutes - Council Meeting - Strata 2720 – June 28,2006

Attending: Roger Taylor, Anita Walper, Don Gorby, Will Carter, Mary Lou Newbold,
Wanda Farrant, Donna Bishop

Absent: Carole Kronbauer

Quorum: Yes

Minutes taken by: Mary Lou Newbold

The meeting was called to order at 7:20 PM at Donna's place.

1. Review Minutes

- a) May 2006 minutes
 - 3a and 6d change M. Griffen to M. Griffen Ltd.
 - 3c change Jason to Jasen
 - 6c change Mr. Libbey to Mr. Libby
 - 2b owners needs an apostrophe
 - 6b delete last two sentences

2. Financial Review

- a) May 2006 F/S – Council has asked Will to review BC Hydro payments as there are three payments including two very different payment amounts for the same invoice number. Roger noted that Council received no invoice copies with the May Financials. Council clarified with Will that all council members will receive financial statements by e-mail prior to monthly meetings. Minutes will also be e-mailed to all council members so each member will print their own financials and minutes. This will eliminate the need for Roger to make multiple copies for the meetings.
- b) AGM Preparation – Council reviewed June interim financials as well as proposed budget for 2006/2007 fiscal year. Council made some adjustments and Baywood will send revised budget to council members by e-mail within the next two weeks.
- c) Arrears – Roger received a couple of letters from the owner of CP106 who has concerns with communication from Baywood. As the owner did not receive anything from Baywood over a several month period, she thought her payment plan was approved. Council will reverse \$400 of the \$500 in fines. The April fine of \$100 will not be reversed as there was only one payment rather than the two per month she had been making. Recommendation – Send outstanding amounts as total amount in a form letter and attach a copy of the ledger card fro every account in arrears every month. Council will provide Baywood with a policy regarding arrears.

3. Maintenance/Repair Items

- a) M. Griffen Ltd. quote on 3 of the 4 items of the recommended repairs was reasonable so Roger authorized the three repairs. One item has to be contracted out and we are waiting for a quote before the work will be authorized.
- b) Fuzzy Wuzzy sent quote to Roger today for first floor carpet replacement in Churchill Place. A quote for Hampton Court was not available as Kirk at Fuzzy Wuzzy misplaced the measurements

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for HC. Confirmed price for CP \$3683.87. This is less than we had projected. Roger will approve the work once HC quote is received.

- c) A wasp nest was removed from balcony of CP409
- d) Window washing is scheduled for August
- e) Dryer vent cleaning was done about four years ago. Council should consider having it done this next year. Don will get the name of the company who just did his townhouse building.
- f) CP101 had a bath tub drain issue– nothing serious
- g) CP110 has requested that the patio stones by his unit be moved or straightened. The patio stones were placed by the previous owner of the unit and are not council's responsibility.
- h) CP102 has planted shrubs that are now blocking access to the BC Hydro meters. Roger will send a letter requesting that the shrubs be trimmed to allow access to the meters.
- i) Power raking – carried from May meeting – Will to follow up on estimated date of completion. Jasen of Sacred Gardens came in with a much lower quote so was awarded the work.
- j) HC front entrance door and the parkade entrance to elevator door need adjustments.
- k) HC 106 has a broken sprinkler head outside the window. Roger will contact S&B Contracting for repair.

4. Security Issues

- a) Garage break ins - two in the last month. Owner of CP201 attended beginning of meeting to report the break ins as one of the cars belonged to a guest staying in her unit. Roger will post a notice reminding owners and tenants to wait for doors to fully close before they continue into the parking lot.

5. Other Items

- a) Mary Lou to continue investigating better options for envelope reserve fund. Between Mary Lou being away as well as Roz McMurchie at Scotiabank, no information has yet to be obtained. Rates will be sent by e-mail to council members as they are received.
- b) AGM Preparation will continue at next meeting
- c) Review of Time Line for Replacement Reserve. This is a forecast document that Baywood prepares on our behalf. Carpets, painting and Enterphone are priorities for 2006/2007.

Next Meeting

On Wednesday July 26, 2006 6:30 at Will's