

Notice of Annual General Meeting

The annual general meeting of The Owners of Strata Plan VIS2720 (545 Manchester and 520 Dunedin) has been scheduled as follows:

Date: **Thursday September 15, 2011**
Time: **7:00pm**
Place: Royal Canadian Legion – Pro Patria Branch
411 Gorge Road East (Entrance on Dunedin)
Room: Auditorium

MEETING AGENDA

- Registration of owners, certification of proxies, issuing of voting cards
 - Meeting called to order
 - Approving/disposing of previous minutes
 - Minutes from the September 15, 2010 Annual General Meeting
 - Old Business and Reports from council/committees
 - Building maintenance and repairs
 - Annual inspection
 - Considering the Accounts
 - Budget vs. Actual Report for 2010/2011
 - Approving Budget for 2011/2012
 - New Business
 - Question and answer
 - Electing a Strata Council
 - Adjournment
-

All owners are urged to attend this meeting.

Owners that are unable to attend are asked to give their proxy to another person who will be attending the meeting, so quorum can be attained. If you have any questions about proxies, please contact Roger Taylor at (250) 383-9061.

IMPORTANT NOTE: In order to vote at the meeting, an owner must be paid-up in strata fees and any other monies owed to the Strata Corporation, at the time of the meeting. Please contact Baywood Property Management at (250) 592-5852 or email: reception@baywood.ca to confirm the status of your strata account, prior to the date of the meeting.

Attachments to be included with mail-out to owners:

- 2010/2011 Financial statements
- 2010/2011 Statement of change in reserves
- 2011/2012 Proposed budget and strata fees
- Replacement Reserve Timeline
- Proxy

PROXY

I/We

being the registered owner(s) of

Unit No. _____

545 Manchester 520 Dunedin

of Strata Plan VIS 2720

hereby appoint

as my/our proxy to vote for me/us on my/our behalf

at the

Annual General Meeting

to be held on the

15th day of September, 2011

and any adjournment.

Signed this _____ day of _____, 2011

Signature (owner 1)

Signature (owner 2), if applicable

Signature (owner 3), if applicable

Signature (owner 4), if applicable

Balance Sheet

SP2720 Hampton Court & Churchill Place
545 Manchester & 520 Dunedin

Year-to-Date Totals up to 06-30-2011

ASSETS

1110	SP2720 Trust Account	\$51,053.39		
1202	Scotiabank GIC 7156631	\$898,641.19		
1204	Investment @ CC Savings	\$525,000.00		
1300	Accounts Receivable	\$3,448.65		
1306	Due from Bristol Park	\$5,856.97		
	CURRENT ASSETS		\$1,484,000.20	
	TOTAL ASSET			\$1,484,000.20

LIABILITY

2200	Key deposits	\$120.00		
2300	Garage card deposits	\$2,216.50		
	TOTAL LIABILITIES		\$2,336.50	

CAPITAL/EQUITY

3100	Contingency Reserve Fund	\$24,595.68		
3102	Envelope Reserve Fund	\$1,436,257.85		
3104	R&M Reserve	\$13,557.13		
3200	Retained Earnings	\$7,485.36		
3300	Current Earnings	(\$232.32)		
	TOTAL EQUITY		\$1,481,663.70	
	TOTAL LIABILITIES + EQUITY			\$1,484,000.20

Amount charged to Earnings (\$232.32)

**STRATA PLAN VIS 2720 HAMPTON COURT & CHURCHILL PLACE
PROPOSED 2011/2012 OPERATING BUDGET**

Aug 24, 2011

	APPROVED 2010/2011 BUDGET	ACTUAL 2010/2011	PROPOSED 2011/2012 BUDGET
INCOME:			
Assessments	216,590	216,302	216,590
Envelope assessment	126,087	126,087	126,087
Parking	4,000	4,248	4,000
Bicycle hanger rent	300	216	300
Storage locker	600	680	600
Interest income – Cont Reserve Fund	1,500	85	500
Interest income - Envelope Reserve Fund	27,000	32,544	28,000
Late payment interest		(2,700)	
fireplace gas		49	
Fines		(472)	
TOTAL INCOME	376,077	377,039	376,077
EXPENSES:			
Administration	3,450	2,869	3,450
Insurance	22,550	22,550	22,550
Management fees	11,430	11,424	11,430
Janitor	14,940	15,669	15,940
Landscape Maint.	15,840	16,767	16,840
Elevator	8,780	9,071	8,780
Repairs & Maintenance	27,000	27,061	27,000
Trash / recycling	13,500	17,037	17,500
Electricity	17,500	17,843	17,500
Gas	34,000	30,401	30,500
Water	42,500	37,938	40,000
Total Expenses	211,490	208,630	211,490
Transfer to Envelope Reserve	126,087	126,087	126,087
Transfer to Contingency/Reserve Fund	10,000	10,000	10,000
Interest Transfer to Cont.Reserve Fund	1,500	10	500
Interest Transfer to Building Envelope	27,000	32,544	28,000
Total Expenses & Reserve Transfers	376,077	377,271	376,077
NET INCOME(LOSS)	-	(232)	-
Plus Retained Earnings		-	
NET SURPLUS (LOSS)	-	(232)	-

STRATA PLAN VIS2720, HAMPTON COURT & CHURCHILL PLACE
 PROPOSED STRATA FEES FOR FISCAL YEAR COMMENCING JULY 2011

HAMPTON COURT
 545 MANCHESTER

Suite	Unit Entitlement	Monthly Assessment	portion which is contingency reserve
101	85	\$277.56	102.13
102	89	\$290.63	106.93
103	90	\$293.89	108.14
104	92	\$300.42	110.54
105	64	\$208.99	76.90
106	85	\$277.56	102.13
107	65	\$212.25	78.10
108	72	\$235.11	86.51
109	65	\$212.25	78.10
110	84	\$274.30	100.93
111	66	\$215.52	79.30
112	92	\$300.42	110.54
114	85	\$277.56	102.13
115	91	\$297.16	109.34
117	86	\$280.83	103.33
201	85	\$277.56	102.13
202	89	\$290.63	106.93
203	90	\$293.89	108.14
204	92	\$300.42	110.54
205	65	\$212.25	78.10
206	84	\$274.30	100.93
207	65	\$212.25	78.10
208	72	\$235.11	86.51
209	65	\$212.25	78.10
210	84	\$274.30	100.93
211	66	\$215.52	79.30
212	92	\$300.42	110.54
214	85	\$277.56	102.13
215	91	\$297.16	109.34
217	86	\$280.83	103.33
301	85	\$277.56	102.13
302	89	\$290.63	106.93
303	90	\$293.89	108.14
304	92	\$300.42	110.54
305	65	\$212.25	78.10
306	84	\$274.30	100.93
307	65	\$212.25	78.10
308	72	\$235.11	86.51
309	65	\$212.25	78.10
310	84	\$274.30	100.93
311	66	\$215.52	79.30
312	92	\$300.42	110.54
314	85	\$277.56	102.13
315	91	\$297.16	109.34
317	86	\$280.83	103.33
401	85	\$277.56	102.13
402	89	\$290.63	106.93
403	90	\$293.89	108.14
404	92	\$300.42	110.54
405	65	\$212.25	78.10
406	84	\$274.30	100.93
407	65	\$212.25	78.10
408	72	\$235.11	86.51
409	65	\$212.25	78.10
410	84	\$274.30	100.93
411	66	\$215.52	79.30
412	92	\$300.42	110.54
414	85	\$277.56	102.13
415	91	\$297.16	109.34
417	86	\$280.83	103.33

Some rounding of numbers by the computer may occur.

STRATA PLAN VIS2720, HAMPTON COURT & CHURCHILL PLACE
 PROPOSED STRATA FEES FOR FISCAL YEAR COMMENCING JULY 2010

CHURCHILL PLACE
 520 DUNEDIN

Suite	Unit Entitlement	Monthly Assessment	
101	87	\$284.09	104.53
102	86	\$280.83	103.33
103	91	\$297.16	109.34
104	91	\$297.16	109.34
105	64	\$208.99	76.90
106	67	\$218.79	80.50
107	65	\$212.25	78.10
108	67	\$218.79	80.50
109	91	\$297.16	109.34
110	91	\$297.16	109.34
111	87	\$284.09	104.53
112	86	\$280.83	103.33
201	88	\$287.36	105.73
202	87	\$284.09	104.53
203	91	\$297.16	109.34
204	91	\$297.16	109.34
205	64	\$208.99	76.90
206	65	\$212.25	78.10
207	65	\$212.25	78.10
208	65	\$212.25	78.10
209	91	\$297.16	109.34
210	91	\$297.16	109.34
211	88	\$287.36	105.73
212	86	\$280.83	103.33
301	89	\$290.63	106.93
302	88	\$287.36	105.73
303	91	\$297.16	109.34
304	91	\$297.16	109.34
305	64	\$208.99	76.90
306	66	\$215.52	79.30
307	65	\$212.25	78.10
308	66	\$215.52	79.30
309	91	\$297.16	109.34
310	91	\$297.16	109.34
311	89	\$290.63	106.93
312	88	\$287.36	105.73
401	89	\$290.63	106.93
402	88	\$287.36	105.73
403	91	\$297.16	109.34
404	91	\$297.16	109.34
405	64	\$208.99	76.90
406	65	\$212.25	78.10
407	65	\$212.25	78.10
408	65	\$212.25	78.10
409	91	\$297.16	109.34
410	91	\$297.16	109.34
411	89	\$290.63	106.93
412	88	\$287.36	105.73
TOTALS	8745	\$28,556.42	\$10,507.25

Some rounding of numbers by the computer may occur.

**STATEMENT OF CHANGE IN RESERVES FOR STRATA PLAN VIS2720
FOR THE FISCAL YEAR ENDING JUNE 30, 2011**

Contingency Reserve Fund

Beginning balance		48,812
Contributions		
From fees	10,000	
Interest earned	10	
	<u>10,010</u>	10,010
Expenditures		
exterior painting	34,226	
	<u>34,226</u>	-34,226
Ending balance		<u>24,596</u>

Envelope Reserve Fund

Beginning balance		1,416,377
Contributions		
From fees	126,087	
Interest earned	32,544	
	<u>158,631</u>	158,631
Expenditures		
exterior inspections and repairs	138,750	
	<u>138,750</u>	-138,750
Ending balance		<u>1,436,258</u>

TIME LINE FOR REPLACEMENT RESERVE FOR STRATA PLAN VIS 2720

year	1	2	3	4	5	6	7	8	9	10
last year	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
year ending June 30	24,596	34,596	34,596	26,596	36,596	46,596	56,596	66,596	76,596	46,596
Start of year balance										

INPUT	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Current annual contribution		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Interest earned	10									

OUTPUT										
exterior painting	-34,226									
Painting (Interior)		-10,000								-40,000
Security										
Enterphones			-12,000							
Fan replacement			-6,000							
End of year balance	24,596	34,596	26,596	36,596	46,596	56,596	66,596	76,596	46,596	56,596

Note that interest earned from the investment and inflation on costs are not calculated, and should be adjusted periodically.