

**“RICHARDS LIVING”  
STRATA CORPORATION BCS4213  
1088 RICHARDS STREET  
VANCOUVER, BC**

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**MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS OF  
“RICHARDS LIVING”, STRATA PLAN BCS4213, HELD IN THE MEETING ROOM  
AT 1088 RICHARDS STREET, VANCOUVER, BC, ON MONDAY, DECEMBER 10,  
2012 AT 6:30 P.M.**

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**IN ATTENDANCE**

Liana Fung – President                      Karen So – Treasurer  
Nina Wagner                                      Johnny Wu

**REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD.**

Chris Sargent, Senior Strata Agent  
Baldev Sondhi, Strata Agent

**REGRETS**

James Li – Vice President  
Carrie Christenson - Secretary  
Eran Lavie

1.     **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 6:35 p.m.

2.     **ADOPTION OF PREVIOUS MEETING MINUTES**

The Strata Council reviewed the last Strata Council Meeting minutes of November 8<sup>th</sup>, 2012. There being no errors or omissions, it was **MOVED, SECONDED** and **CARRIED** to approve the minutes as presented and circulated.

3.     **FINANCIAL STATEMENTS**

The Strata Council reviewed the financial statement for the twelve month period ending November 2012. A few questions asked by Council members were answered by Rancho. It was noted that the Contingency Reserve Fund Balance stood at \$116,200 and the Strata had a surplus of \$35,523 at this period. It was then **MOVED, SECONDED** and **CARRIED** to approve the financial statements for the yearend 2012. The Council also reviewed a list of arrears.

3. **FINANCIAL STATEMENTS CONT'D**

The Strata Council reviewed a copy of Agenda package containing a final draft budget for the upcoming year 2012/2013. After some discussion and having reviewed the revenue and expense categories, the Council approved and recommended the proposed draft budget. The draft budget shall now be presented to the General Ownership at the next AGM in January 2013. A notice shall be mailed out to the Owners shortly.

4. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Deficiencies - General:**

Rancho advised the Strata Council that the matter in regards to the remaining deficiencies is being followed up with the Developer. Although most of deficiencies have been completed, the matter will be followed up with the Developer with regard to the rest of the deficiencies. After some discussion, it was agreed that a copy of the list of deficiencies be sent to the third party warranty.

b) **High Security Bike Room:**

Rancho advised the Council that the high security bike room has been set up now. Owners/Residents have started contacting us for renting the spots within the room. The spots will be leased on a first-come first-serve basis.

c) **Annual Fire Inspection:**

It was noted that the first annual fire inspection of all the common areas and in-suite fire prevention devices has been completed. A few units were left to be done due to access not provided. A final report is expected in a few days which will be sent to the Developer with deficiencies, if any.

5. **NEW BUSINESS**

The following business was discussed:

- It was agreed that a small recycling blue bin is arranged to be placed in the mail room area so that residents may put the flyers/junk mail in it.
- A postal box has been placed in the mail room areas by Canada Post as part of their pilot project. Information, in this regard, was distributed to all the Owners/Residents by way of flyers issued by Canada Post.

6. **CORRESPONDENCE**

Owners are encouraged to write to Strata Council, via Rancho Management Services, on any Strata related matter (i.e. suggestions, concerns, etc.). Correspondence can be sent to Rancho's office at #600-1190 Hornby Street, Vancouver, B.C., V6Z 2K5, or by fax to 684-1956 or by email to bsondhi@ranchogroup.com.

It was **MOVED, SECONDED** and **CARRIED** to issue fines as instructed by Strata Council.

7. **NEXT MEETING**

The next meeting will be an **Annual General Meeting** and has been scheduled for **Thursday, January 10<sup>th</sup>, 2013 at 7:00 p.m.** to be held at Best Western Plus in Granville Room at 1100 Granville Street, Vancouver.

8. **TERMINATION OF MEETING**

There being no further business to discuss, it was **MOVED, SECONDED,** and **CARRIED** to terminate the Strata Council Meeting at 7:25 p.m.

Respectfully submitted,



Baldev Sondhi, Strata Agent  
Rancho Management Services (B.C.) Ltd.  
Agents for Strata Plan BCS4213  
600-1190 Hornby Street, Vancouver, BC, V6Z 2K5  
Phone: (604) 684-4508 (**24 HOUR EMERGENCY SERVICES**)  
Direct Line: (604) 331-4281

**HOLIDAY GREETINGS**

**At this time, Rancho Management Services would like to wish everyone the best of the Holiday Season!**

**Please note that during the Christmas Holidays and the New Year period any emergency situations can be handled by contacting Rancho's 24 hour emergency number.**

**RANCHO'S CHRISTMAS HOURS**

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| <b>FRIDAY, DECEMBER 14<sup>th</sup></b>      | <b>CLOSED AT 1:00 PM</b> |
| <b>MONDAY, DECEMBER 24<sup>th</sup></b>      | <b>CLOSED AT 3:00 PM</b> |
| <b>TUESDAY, DECEMBER 25<sup>th</sup></b>     | <b>CLOSED</b>            |
| <b>WEDNESDAY, DECEMBER 26<sup>th</sup></b>   | <b>CLOSED</b>            |
| <b>MONDAY, DECEMBER 31<sup>st</sup></b>      | <b>CLOSED AT 3:00 PM</b> |
| <b>TUESDAY, JANUARY 1<sup>st</sup>, 2013</b> | <b>CLOSED</b>            |