

**SHAWNOAKS
STRATA CORPORATION VR855
5505 - 5585 OAK STREET, VANCOUVER, B.C.**

**MINUTES OF THE STRATA COUNCIL MEETING OF STRATA PLAN VR855, HELD IN UNIT 6 –
5535 OAK STREET, VANCOUVER, B.C., ON TUESDAY, NOVEMBER 3RD, 2009 AT 7:00 P.M.**

IN ATTENDANCE

Brian Ferris, *President*
Teresa Londero, *Secretary*
Gary Boras

Jane Kim, *Treasurer*
Frank Bernstein

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

Mike Elliott, *Strata Agent*

REGRETS

Delton Fallis, *Vice President*

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 7:00 p.m.

2. **CARETAKER'S REPORT**

The Resident Caretaker, Viviana, presented a report to Strata Council:

- On November 2nd, 2009, Latham's was onsite to investigate a heater leak at #3-5535 Oak St.

3. **APPROVAL OF PREVIOUS MEETING MINUTES**

There being no errors and omissions, it was **MOVED, SECONDED, and CARRIED** to adopt the previous meeting minutes of October 20th, 2009 as presented.

4. **MANAGEMENT REPORT**

a) **Roof Replacement/Remediation of the Cabana:**

At the previous Council Meeting, Scott Posno Design was invited to give a presentation to the Council in regards to the remediation of the Cabana and was asked by the Council to provide more details in regards to his proposal. As of tonight's meeting, there still has been no response and the Strata Agent was advised to follow up in order to obtain this. The Strata Agent was also advised to follow up with another contractor in order to obtain a third price for the remediation work.

b) **Drain Line Cleaning:**

The Strata Agent was advised to obtain two (2) quotes to have the drain lines underneath the common area grates cleaned out.

5. **GARDENING REPORT**

The Gardening Committee has requested that the Strata Agent schedule a meeting with the tree trimming company in order to discuss additional trees to be trimmed this year.

6. **BUILDING/GROUNDS REPORT**

At this time, there was nothing to report on Buildings/Grounds.

7. **PUBLIC RELATIONS/ACTIVITIES**

At this time, there was nothing to report.

8. **TREASURER’S REPORT**

Ms. Jane Kim, the Treasurer, presented Council with reports pertaining to the financial statements for September 30th, 2009. It was noted that the total cash on hand was \$65,733.00 which included the contingency fund of \$58,690.00. It was **MOVED, SECONDED**, and **CARRIED** to approve the financial statements for the period ending September 30th, 2009 as presented.

9. **NEW BUSINESS**

a) **Improper Disposal of Items:**

It has been noticed that some Residents have not been disposing of their recycled materials appropriately and leaving them in the garbage rooms. Letters will be sent to all suites that use these affected garbage rooms.

10. **CORRESPONDENCE**

Owners are encouraged to write Strata Council, via Rancho Management Services, on any Strata related matter (*i.e. suggestions, concerns, etc.*). Correspondence can be placed in the drop box at 5555 Oak Street, sent to Rancho’s office at #701 - 1190 Hornby Street, Vancouver, BC V6Z 2K5, or by fax to 604-684-1956, or by email to melliott@ranchogroup.com.

11. **NEXT MEETING**

The next Strata Council Meeting has been scheduled for December 1st, 2009 at 7:00 pm in unit #6 – 5535 Oak Street, Vancouver, BC.

12. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED**, and **CARRIED** to terminate the meeting at 8:30 p.m.

Respectfully Submitted,



Michael Elliott, Strata Agent
Rancho Management Services (BC) Ltd.
#701-1190 Hornby Street, Vancouver, B.C. V6Z 2K5
Phone: 604-684-4508 (24-HOUR EMERGENCY SERVICES)
Direct Line: 604-331-4280
Email: melliott@ranchogroup.com

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

FRIDAY, DECEMBER 11	CLOSED AT 1:00 PM
THURSDAY, DECEMBER 24	CLOSED AT 3:00 PM
FRIDAY, DECEMBER 25	CLOSED
MONDAY, DECEMBER 28	CLOSED AT 3:00 PM
THURSDAY, DECEMBER 31	CLOSED AT 3:00 PM
FRIDAY, JANUARY 1	CLOSED