



RANCHO MANAGEMENT SERVICES (B.C.) LTD.
Property Management Specialists
701-1190 Hornby Street, Vancouver, B.C. V6Z 2K5
Phone: (604) 684-4508 Fax: (604) 684-1956
www.ranchovan.com

March 1, 2010

Owners of Shawnoaks
Strata Plan VR855
5505-5585 Oak Street
Vancouver, B.C.

Dear Owners:

Re: Minutes of the Special General Meeting held Tuesday, February 23, 2010
Special Levy – Rehabilitation of the Cabana

Please find attached the minutes and special levy schedule to be paid in two (2) equal installments, assessed accordingly to the owner's strata lot entitlement.

METHOD OF PAYMENT

As the amount of the special levies exceeds \$1,000, Pre-Authorized Debit Payment is NOT in effect. Therefore, Owners are kindly asked to SEND two (2) post dated cheques for the special levy payments due April 1st and May 1st, 2010, to Rancho's office, made payable to the "**Strata Corporation VR855.**"

To take advantage of our online feature to view documents and receive automatic future updates and notification, please go to;

www.ranchovan.com

UserName: **VR855**

Password: **shawnoaks5087**

Should you have any questions with regards to the above and/or enclosed, please do not hesitate to contact the undersigned.

Yours truly,
RANCHO MANAGEMENT SERVICES (B.C.) LTD.
Agents for the Owners
Per:

Mike Elliott
Strata Manager
Direct Line: (604) 331-4280
Email: melliott@ranchogroup.com

ENCL/
ME/ch

**SHAWNNOAKS
5505-5585 OAK STREET, VANCOUVER, B.C.
STRATA PLAN VR855**

**MINUTES OF THE SPECIAL GENERAL MEETING OF THE MEMBERS OF STRATA PLAN
VR855, SHAWNNOAKS, HELD IN THE CEDAR ROOM AT VANDUSEN BOTANICAL GARDEN
5251 OAK STREET, VANCOUVER, B.C. ON TUESDAY, FEBRUARY 23, 2010 AT 7:00 P.M.**

IN ATTENDANCE

52 Owners were represented either in person or by proxy (25 in person, 27 proxies)

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD

Mike Elliott, Property Manager

1. **CALL TO ORDER**

There being a quorum, the meeting was officially called to order by the Strata Agent, Mike Elliott, at 7:00 p.m.

2. **CALLING THE ROLL AND CERTIFYING PROXIES**

The Owners were informed that a quorum existed being made up of 52 Owners represented either in person or by proxy.

3. **PROOF OF NOTICE OF MEETING**

As per the notice provisions of the *Strata Property Act*, Owners are required to be notified a minimum of fourteen (14) days in advance for an Annual General Meeting or a Special General Meeting. The notice of the Annual General Meeting was mailed to all Owners on February 3rd, 2010.

It was then **MOVED, SECONDED, and CARRIED** that the notice of the Annual General Meeting was duly served, in accordance with the provisions of the *Strata Property Act*.

4. **APPROVAL OF PREVIOUS MEETING MINUTES**

The Strata Agent informed the Owners that the Special General Meeting minutes of January 27th, 2010 were enclosed with the notice of the meeting. He then asked if there were any errors or omissions in the minutes.

There being no errors or omissions, it was then **MOVED, SECONDED, and CARRIED** to adopt the Special General Meeting Minutes of January 27th, 2010, as presented.

5. **RESOLUTIONS FOR CONSIDERATION**

a) **Resolution “A” – Rehabilitation of the Cabana:**

WHEREAS:

1. *Strata Council is ready to move forward with the rehabilitation of the cabana.*

BE IT HEREBY RESOLVED AS A ¾ VOTE RESOLUTION:

1. *THAT the Owners, Strata Plan VR855, approve a special levy in the amount of \$187,000 due in two (2) installments (March 1st, 2010 and April 1st, 2010).*
2. *THAT the special levy will be payable by the Owners on record on the date of passing.*
3. *THAT the attached special levy will be assessed in accordance with the schedule of unit entitlement (see attached).*

The ¾ vote Resolution as presented was **MOVED, SECONDED** and the floor was opened for discussion.

After a lengthy discussion, a motion was put forward to amend the due dates of the payment installments with the first payment being due on April 1st, 2010 and the second installment on May 1st, 2010. The motion was **SECONDED**, and put to a vote. (49 in favour, 2 opposed, 1 abstained). The resolution passed and **CARRIED**.

6. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED**, and **CARRIED** to terminate the Special General Meeting at 7:30 P.M.

Respectfully Submitted,



Mike Elliott, Property Manager
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

RESOLUTION "E" (3/4 VOTE RESOLUTION)

**APPROVED 2010 SPECIAL LEVY SCHEDULE
"SHAWNOAKS"**

**STRATA CORPORATION VR-855
5505 - 5585 Oak Street, Vancouver, BC**

**REHABILITATION OF THE CABANA - \$187,000.00
To Be Paid in Two Equal Installments**

# OF BEDROOMS	UNIT ENTITLE	Amount due on April 1, 2010	Amount due on May 1, 2010	TOTAL AMOUNT DUE
1 Bedroom Strata Lot	11	\$1,057	\$1,057	\$2,114
2 Bedroom Strata Lot	15	\$1,442	\$1,442	\$2,883
3 Bedroom Strata Lot	19	\$1,826	\$1,826	\$3,652

*Strata Lot 47 is not included, as is the resident's manager suite