

206

Strata VR1382

**Minutes of the Council Meeting held
Thursday, February 1, 2007 at 7:00 p.m.
Suite 301-1232 Harwood Street**

Present: Brian Groff (President) from 301, and John Irwin (Secretary) from 205.

Regrets: Arpal Dosanjh from 402, and Tom Finlay (Treasurer) from 201.

1. The meeting was called to order at 7:00.
2. The owner of unit 204 has requested that a small dog be allowed to reside in the unit. Council granted conditional permission for the pet, based on the understanding that the puppy would be trained to not bark, and that fines would be applied if the dog continued to bark. Council has received complaints from the neighbouring units.
3. Council decided that the cleaning woman will receive a raise from \$400 per month to \$450 to \$475 per month (this is the first raise in 5 years).
4. In response to unit 205's complaint about cigarette smoke entering their unit, the strata council will send a letter to the owner requesting that the unit where the smoke is coming from be adequately vented to prevent smoke entering other units and the back building stairwell.
5. A mouse has been present in the front building, an exterminator will be called in.
6. Brian Groff will replace the light in the back stairwell, and repair the baseboard heater for the front stairwell. He will arrange for the engineer Al Martin to come and check out the source of the minor water issues, and he arranged to have the flashing repaired from the storm damage. He will also contact the landscape contractor to determine when we can expect the landscaping to be completed.
7. **Unfinished Business:** Arpal Dosanjh will contact the strata's lawyer about the grandfather clause for the allowance of rental units, the responsibility for leaks in the building, and the possibility of becoming a smoke-free building (as was discussed at the AGM).
8. The meeting was adjourned at 7:10 and the next meeting will be set by Council for March 2007.

Please keep these minutes as a permanent legal record of your Strata Corporation's business. Replacement of minutes, bylaws or other records that have been distributed will be at the expense of the owner and not the Strata Corporation.

HARWOOD TERRACE STRATA CORPORATION VR1382

INCOME STATEMENT

Prepared Without Audit For The 7 Months Ended January 31, 2007

	Current Month	Year-to- Date	Budget Y-T-D	Variance
REVENUE				
Maintenance Assessment	3,352.31	23,466.17	22,904	562
Special Assessment	0.00	0.00	0	0
Laundry Revenue	0.00	25.00	2,333	-2,308
Miscellaneous Income :Fines	0.00	0.00	0	0
:Move In/Out Fees	0.00	600.00	0	600
:Form Fees	0.00	160.00	0	160
:Other	0.06	523.48	0	523
Interest Income	2.46	946.12	0	946
(1) TOTAL REVENUE	3,354.83	25,720.77	25,237	484
EXPENSES				
Accounting	200.00	1,400.00	1,400	0
Bank Charges and Interest	0.00	27.75	29	-1
Building Repairs - Envelope Reconstruction	93.44	882.57	0	883
Building Repairs - Exterior	0.00	1,716.35	583	1,133
Building Repairs - Interior	0.00	1,855.82	583	1,273
Depreciation	255.00	1,785.00	1,750	35
Electricity	717.90	4,488.66	4,083	406
Elevator Maintenance	399.95	1,911.77	1,575	337
Enterphone Maintenance	0.00	396.42	292	104
Fire Protection	0.00	0.00	1,167	-1,167
Insurance Appraisal	0.00	642.00	0	642
Insurance	417.00	3,903.00	3,500	403
Janitorial	400.00	2,800.00	2,800	0
Janitorial Supplies	0.00	0.00	408	-408
Landscaping	0.00	196.84	467	-270
Legal	0.00	0.00	583	-583
Miscellaneous	0.01	147.54	125	23
Office Supplies	0.00	3.01	146	-143
Pest Control	54.06	378.42	379	-1
Power Washing	0.00	0.00	0	0
Property Tax	0.00	0.00	0	0
Refuse Removal	83.70	586.65	758	-171
Utility Tax	0.00	0.00	0	0
Washer/Dryer Maintenance	0.00	0.00	233	-233
Water Damage Claim	0.00	0.00	0	0
Water and Sewer	0.00	2,505.30	1,750	755
Window and Carpet Cleaning	0.00	0.00	292	-292
Total Cash Disbursed	2,621.06	25,627.10	22,903	2,724
Transfer to contingency reserve	0.00	4,000.00	2,334	1,666
(2) TOTAL EXPENSES	2,621.06	29,627.10	25,237	4,390
(3) NET OPERATING GAIN/(LOSS)	733.77	-3,906.33	0	
(5) RETAINED STRATA FEES (June 30/06)	0.00	33,092.28		
(6) TRANSFER TO RESERVE	0.00	0.00		
(7) TRANSFER FROM RESERVE	0.00	0.00		
(8) RETAINED STRATA FEES (June 30/06)	0.00	33,092.28		
(9) RETAINED STRATA FEES (JAN.,31/07)	733.77	29,185.95		

Line (1) - (2) = (3) ; (3) + (8) = (9)

Strata VR1382

**Minutes of the Council Meeting held
Thursday, March 22, 2007 at 7:00 p.m.
Suite 301-1232 Harwood Street**

Present: Brian Groff (President) from 301, Arpal Dosanjh from 402, and John Irwin (Secretary) from 205.

Regrets: Tom Finlay (Treasurer) from 201.

1. The meeting was called to order at 7:00.
2. The owner of unit 204 has been warned about the disturbance that the puppy's barking is creating for the neighbours. Fines may be applied, and if no solution can be found, then the pet will have to be removed.
3. The mice in the front building were exterminated, and weatherstripping will be installed on the front door to prevent mice infestations.
4. In response to a loud party that occurred in unit 403, Brian Groff will send a letter to the owner stating that a repeat occurrence will result in fines being levied.
5. The council sent a letter about the cigarette smoke issue to the owner of unit 104.
6. The sources of minor amounts of water (from the courtyard and possibly one roof) will be checked out and repaired by the building's roofer.
7. The owners of unit 302 will be granted conditional approval for a very old dog with the details set out in a letter from council.
8. Arpal Dosanjh contacted the strata's lawyer about the grandfather clause for the allowance of rental units, the responsibility for leaks in the building, and the possibility of becoming a smoke-free building (as was discussed at the AGM). Council had decided to allot \$350-\$450 for a letter and up to \$700 for bylaw wording and all other legal fees and charges in order to frame up a bylaw for consideration at the next AGM.
9. Brian Groff will see that some of the doors are painted in the summer.
10. The meeting was adjourned at 8:00 and the next meeting will be set by Council for early in May 2007.

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HARWOOD TERRACE STRATA CORPORATION VR1382

INCOME STATEMENT

Prepared Without Audit For The 8 Months Ended February 28, 2007

	Current Month	Year-to- Date	Budget Y-T-D	Variance
REVENUE				
Maintenance Assessment	3,352.31	26,818.48	26,176	642
Special Assessment	0.00	0.00	0	0
Laundry Revenue	0.00	25.00	2,667	-2,642
Miscellaneous Income :Fines	0.00	0.00	0	0
:Move In/Out Fees	0.00	600.00	0	600
:Form Fees	0.00	160.00	0	160
:Other	0.07	523.55	0	524
Interest Income	2.01	948.13	0	948
(1) TOTAL REVENUE	3,354.39	29,075.16	28,843	232
EXPENSES				
Accounting	200.00	1,600.00	1,600	0
Bank Charges and Interest		27.75	33	-5
Building Repairs - Envelope Reconstruction	83.70	966.27	0	966
Building Repairs - Exterior	0.00	1,716.35	667	1,049
Building Repairs - Interior	0.00	1,855.82	667	1,189
Depreciation	255.00	2,040.00	2,000	40
Electricity	771.70	5,260.36	4,667	593
Elevator Maintenance	217.95	2,129.72	1,800	330
Enterphone Maintenance	0.00	396.42	333	63
Fire Protection	0.00	0.00	1,333	-1,333
Insurance Appraisal	0.00	642.00	0	642
Insurance	985.00	4,888.00	4,000	888
Janitorial	400.00	3,200.00	3,200	0
Janitorial Supplies	0.00	0.00	467	-467
Landscaping	0.00	196.84	533	-336
Legal	0.00	0.00	667	-667
Miscellaneous	0.01	147.55	143	5
Office Supplies	27.56	30.57	167	-136
Pest Control	128.26	506.68	433	74
Power Washing	0.00	0.00	0	0
Property Tax	0.00	0.00	0	0
Refuse Removal	83.70	670.35	867	-197
Utility Tax	0.00	0.00	0	0
Washer/Dryer Maintenance	0.00	0.00	267	-267
Water Damage Claim	0.00	0.00	0	0
Water and Sewer	0.00	2,505.30	2,000	505
Window and Carpet Cleaning	0.00	0.00	333	-333
Total Cash Disbursed	3,152.88	28,779.98	26,177	2,603
Transfer to contingency reserve	0.00	4,000.00	2,667	1,333
(2) TOTAL EXPENSES	3,152.88	32,779.98	28,844	3,936
(3) NET OPERATING GAIN/(LOSS)	201.51	-3,704.82	-1	
(5) RETAINED STRATA FEES (June 30/06)	0.00	33,092.28		
(6) TRANSFER TO RESERVE	0.00	0.00		
(7) TRANSFER FROM RESERVE	0.00	0.00		
(8) RETAINED STRATA FEES (June 30/06)	0.00	33,092.28		
(9) RETAINED STRATA FEES (JAN., 31/07)	201.51	29,387.46		

Line (1) - (2) = (3) ; (3) + (8) = (9)

HARWOOD TERRACE STRATA CORPORATION VR1382

BALANCE SHEET

Prepared Without Audit As At February 28,2007

ASSETS

CURRENT ASSETS

Bank Account	: Royal Bank	102.72	
	: Van City - account #338202	23,784.92	
Prepaid	: Insurance	7,003.00	
		0.00	
Accounts Receivable	:	1,289.85	
	: Strata Fees	0.00	
	: Other	0.00	
Investment: Van City Shares		59.57	
Investment: Contingency Reserve-VanCity		33,000.00	33,059.57

TOTAL CURRENT ASSETS

65,240.06

FIXED ASSETS

Fence	11,762.30		
Less Special Assessment	11,762.30	0.00	
		0.00	
Water Tanks	6,072.35		
Washers and Dryers	5,310.76		
Enterphone	3,905.05		
	15,288.16		
Less Accumulated Depreciation	12,869.00	2,419.16	

NET FIXED ASSETS

2,419.16

TOTAL ASSETS

67,659.22

LIABILITIES

CURRENT LIABILITIES

Accounts Payable	:	0.00	
	: Miscellaneous	128.26	
	: Miscellaneous	0.00	
	: Door Key Deposits	3,877.00	
	: Garage Door Openers	1,266.50	

TOTAL CURRENT LIABILITIES

5,271.76

EQUITY

CON JUNE	0.00		
INVESTMENT - VANCITY	33,000.00		
CONTINGENCY RESERVE as at February 28/07		33,000.00	
RETAINED STRATA FEES		29,387.46	

TOTAL STRATAHOLDERS EQUITY February 28/07

62,387.46

TOTAL LIABILITIES AND EQUITY

67,659.22

Strata VR1382

**Minutes of the Council Meeting held
Tuesday, May 29, 2007 at 8:00 p.m.
Suite 301-1232 Harwood Street**

Present: Brian Groff (President) from 301, Arpal Dosanjh from 402, Tom Finlay (Treasurer) from 201, and John Irwin (Secretary) from 205.

1. The meeting was called to order at 8:00pm.
2. The covered cars in the parking area will be removed by the end of June.
3. Bicycle parking: The old unclaimed bikes were donated, two have been left as visitor bikes, and council approved spending approximately \$350 for the purchase of wall mounted racks (not including minor installation costs).
4. The building plumber will be called because toilets in some units in the front building occasionally partially empty their bowls by themselves.
5. Building improvements: council recognizes Brian for maintaining the landscaping; some of the doors will be painted in the summer; a table may be installed in the courtyard for use during limited hours (from 9:00 am to 8:00 pm); the windows will be washed within the next two weeks, notice will be posted when to have your windows closed for the window washers; Brian will get a quote to purchase an electric power-washer; Arpal will replace the very bright lights in the front and in the courtyard with lower watt bulbs, and volunteers interested in helping out with the painting of the wrought iron fence would be appreciated
6. *Unfinished business*: Arpal Dosanjh will contact the strata's lawyer about bylaw wording for the allowance of rental units, the responsibility for leaks in the building, and the possibility of becoming a smoke-free building (as was discussed at the AGM). Council allotted \$350-\$450 for a letter and up to \$700 for bylaw wording and all other legal fees and charges in order to frame up a bylaw for consideration at the next AGM.
7. The meeting was adjourned at 9:00 and the next meeting will be set by Council for later in the summer/fall 2007.

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