

MINUTES OF COUNCIL MEETING

THE STAR OF KITSILANO STRATA PLAN LMS2329

HELD: Monday, October 24th 2005 at 7:00 p.m. at 1960 Creelman, Vancouver, BC.

PRESENT:

Robert Mathews	President	Suite 226
Victoria James	Vice President	Suite 223
John Woo	Treasurer	Strata Lot 98
Pauline Jans	Secretary	Suite 326
Wendy Smith		Suite 212

REGRETS:

Fred Lam	Strata Lot 89
Dale McGregor	Suite 422

AGENT: Andrew Seaton, RE/MAX Property Management Services

CALL TO ORDER: 7:00 p.m.

APPROVAL OF PREVIOUS MINUTES

It was moved, seconded, and carried to adopt the Minutes of the Council Meeting held September 14th 2005.

BUSINESS ARISING

1. Electrical Vault Maintenance: The property manager reported that the electrical vault maintenance has been scheduled for November 21st. The work will commence at approximately 9 a.m. and be completed by approximately 1 p.m. During this time, the electricity to the building will be disconnected. The property manager will be distributing a notice to residents prior to the commencement of the work.
2. Tile Installation: The property manager reported that the tiling contractor, Finishing Touch Flooring, will be installing tile in the parking lot level elevator lobby on October 29th & 30th. During this time, residents will not be able to access this area. Notices have been posted in the building regarding this matter.

FINANCIAL REPORTS

1. Financial Statements: After reviewing the financial statements, it was moved, seconded, and carried to approve the statements for the months of August & September 2005. As of the end of September, the strata corporation had \$33,377.96 in its operating account and \$139,310.53 in the contingency reserve fund.

2. Accounts Receivable: Total accounts receivable, as of the end of September, was \$184.51.

NEW BUSINESS

1. Planters: The property manager reported that a number of plants have died in the concrete planters on the south side of the building (second floor). It has been discovered that this has been caused by inadequate drainage resulting from a combination of poor quality filter cloth and a lack of drain rock in the bottom of the planters. One of the planters has now been repaired at a cost of approximately \$1,000, which included removal of soil, addition of drain rock, replacement of filter cloth and filling of the planter with new soil. This cost did not include the purchase of new plant material. It was noted that this work will be required in the remainder of these planters and that provision for this work will be incorporated into the next fiscal year's operating budget. There are a total of seven of these planters (including the one that has already been repaired).
2. Fire Repairs: It was noted that repairs to one strata lot, which were necessitated by a small fire, have now been completed and the owner has moved back into the unit.
3. Counter Lights: A member of council noted that she had done some research on replacing the halogen counter lighting, which is mounted under the upper cabinets in each suite, with xenon lights, which give off less heat and last longer. Some information on this will be posted on one of the notice boards for any residents who may be interested in reviewing it.
4. Garage Remotes: Residents are reminded not to leave their garage remotes in their vehicles. If you lose your remote or it is stolen, please inform the property manager immediately so that it can be deleted from the garage door system.

CORRESPONDENCE:

The following correspondence was reviewed by council:

1. Letter Regarding Signage: A letter was received from one of the commercial tenants requesting approval to install signage outside their unit. After reviewing the letter and accompanying drawings, council approved this request.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:45 p.m. The next meeting will be held at 7 p.m. on December 5th 2005 in suite 223, 2680 West 4th Avenue, Vancouver.

All comments, concerns and suggestions for the strata council or management can be mailed, emailed or faxed to:

**RE/MAX Property Management Services
Suite 110 – 6086 Russ Baker Way
Richmond, BC V7B 1B4**

Attention: Andrew Seaton

Phone: (604) 821-2999 Fax: (604) 821-1822

Email: aseaton@mypropertymanager.ca

Minutes prepared by: Andrew Seaton
RE/MAX Property Management Services

MINUTES OF COUNCIL MEETING

THE STAR OF KITSILANO STRATA PLAN LMS2329

HELD: Monday, December 5th 2005 at 7:00 p.m. in Suite 223 – 2680 West 4th Avenue, Vancouver, BC.

PRESENT:

Robert Mathews	President	Suite 226
Victoria James	Vice President	Suite 223
John Woo	Treasurer	Strata Lot 98
Dale McGregor		Suite 422
Wendy Smith		Suite 212

REGRETS:

Fred Lam		Strata Lot 89
Pauline Jans	Secretary	Suite 326

AGENT: Andrew Seaton, RE/MAX Property Management Services

CALL TO ORDER: 7:00 p.m.

APPROVAL OF PREVIOUS MINUTES

It was moved, seconded, and carried to adopt the Minutes of the Council Meeting held October 24th 2005.

BUSINESS ARISING

1. Electrical Vault Maintenance: The property manager reported that the electrical vault maintenance has been completed.
2. Tile Installation: The property manager reported that the tiling of the parkade-level elevator lobby has been completed. It was agreed that the new tiles are a significant improvement over the previous flooring in this area.

FINANCIAL REPORTS

1. Financial Statements: After reviewing the financial statements, it was moved, seconded, and carried to approve the statements for the month of October 2005. As of the end of October, the strata corporation had \$34,959.69 in its operating account and \$140,937.09 in the contingency reserve fund.
2. Accounts Receivable: Total accounts receivable, as of the end of October, was \$513.00. The property manager will continue to follow up on any outstanding accounts.

NEW BUSINESS

1. Pests: After discussion, it was agreed to have a pest control company set up bait stations at the back of the building. The property manager will schedule this work.
2. Security Improvement: It was agreed to approach a local restaurant with an offer to allow the restaurant to valet park vehicles in the parking area behind the building. The intent of this would be to have an increased presence behind the building at night (when the commercial section parking area is normally empty). It was noted that owners of commercial units would have to consent to having vehicles parked in their spots. The property manager will follow up on this matter.
3. Parking Lot Storage: It was noted that there are a number of items stored in the parking lot. The property manager will follow up on this matter. Please note that absolutely no storage is permitted in the parking lot.
4. Elevator Pads: After discussion, it was agreed to purchase new pads, which are used during move-ins/outs, for the elevator. The property manager will follow up on this matter.
5. Stairwell Carpet: It was agreed to obtain pricing to replace the carpet in the stairwell between the lobby and the second floor. The property manager will follow up on this matter.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:30 p.m. The next meeting will be held at 7 p.m. on January 30th 2006 in suite 212, 2680 West 4th Avenue, Vancouver.

All comments, concerns and suggestions for the strata council or management can be mailed, emailed or faxed to:

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Suite 110 – 6086 Russ Baker Way
Richmond, BC V7B 1B4**

Attention: Andrew Seaton

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