

**MADDOCK MANOR LTD.
ANNUAL GENERAL MEETING
TUESDAY, SEPT. 22, 2009 @ 7:00PM
In the Laundry Room @ Maddock Manor**

Prior to the commencement of the AGM, Shannon Daemore (106) introduced his "roommate" Mr. Kyle Hambre (sp. uncertain) to the shareholders. Mr Hambre (?) was informed that the building had a no rentals policy. He claimed that he was unaware of this policy when he moved in on September 1, 2009. He was asked if he had an agreement with Mr. Daemore as to term and he replied that it was a verbal agreement for a month to month tenancy. He was asked if he was paying rent in exchange for his space and he answered "yes." Mr. Hambre (sp?) was then asked to leave so that the AGM could commence.

Present: Gareth Prytherch (proxy for Tat and Mabel Chang), Anita Mierop, Jim McDonnell (proxy for Bess Wayslow), Shannon Daemore, Brian Bohme, Mike McCarthy, Raili Setter, Erica Kormosi, Art and Frieda Robbins (proxies for Suzanne Firth, Leslie Naylor), Lynn Hayes (proxies for Mike Frizell, Rachel Worth).

1. A quorum was established.
2. Matters arising from the Minutes of the AGM Oct. 30, 2008.
 - a. Heating assessment.
 - b. Removal of oil tank.
 - c. Drainage system (front of building) and the "sinkhole."
 - d. Silverfish budget.

MOTION: RS/AR-to adopt the minutes of the AGM, Oct. 30, 2008. **CARRIED**

3. Additional Agenda Items
 - a. Windows.
 - b. Smoking at the back door.

MOTION: RS/JM-to adopt the agenda. **CARRIED**

4. Chairman's Report

BB wished to thank the group working on the garden and those that spent countless hours on the rugs. Also, his thanks to AR for his contributions around the building. He welcomed Neil Major to the building as he took possession of suite 103 today. BB asked the shareholders to dispose of the flyers that are inside their papers. There will be a cleanup of the boiler room this fall so if you have any personal articles being stored there, please remove them. The same for the parking stalls. The locker room door is left open and unlocked far too often.

5. Financial Report

- a. Profit and Loss Statement
Income for the year was reported at \$2,290.97.
- b. Items of interest "over" budget.

- i. Natural gas for the year is \$874.25 high but it included 13 months of billing.
- ii. Gardening was \$362.03 over budget as we employed professional gardeners for a cleanup.
- iii. Plumbing and Heating was \$786.04 over budget This will have to be monitored during the upcoming year.
- iv. Insurance was up \$721.00. It continues to increase every year.
- c. Items of interest "under" budget.
 - i. Improvements and Repairs - No money was spent in this area. The money for new rugs was taken out of the operating account.
 - ii. Window Cleaning - It was billed in 2009/2010. Therefore, next year we can expect a double billing.
 - iii. Painting the back Stairs - The painting was done in-house and the expenses (\$280.02) were taken from petty cash.
 - iv. Contingency Fund (June 30, 2009) - The CF has \$47,361.82 of which approximately \$31,000 is allocated to the furnace/boiler. The operating account has \$6976.00 plus accounts receivable of \$6,742.00 for Property Taxes that will be returned to the Operating Account.

MOTION: MM/AM-to approve the financials for 2008/2009. CARRIED

MOTION: RS/BB-to waive the audit for 2008/2009 . CARRIED

6. New Business

a. Approval of the Budget for 2009/2010

BB discussed the budget, highlighted by the legal fees allocated for the ongoing dispute with S. Daemore (Suite 106).

MOTION: JM/EK-to approve the budget for 2009/2010. CARRIED.

b. Discussion of the 5 Year Plan.

BB suggested everyone review it and come forth to the Board with any suggestions.

c. Balconies on suites 103 and 203.

MM is in the process of getting quotes for repairs to both balconies. BB confirmed that the balconies, being part of the building envelope, are the responsibility of the shareholders. RS mentioned that the shareholders occupying those suites have an obligation to monitor the snow levels.

d. Legal Dispute with Shannon Daemore (Suite 106).

BB updated the shareholders on the matter. SD stated that the Residential Tenancy Dispute Resolution Hearing on Oct. 6, 2009 has been cancelled. It was always felt by the Board that the Residential Tenancy Branch had no right to involve themselves in this dispute. The cancellation of the hearing has to be confirmed. SD argued his point briefly but it was felt to be a waste of time to discuss the matter at the AGM. SD position was a minority of one amongst all the shareholders present.

BB emphasized that the Board would continue to contest the issue. JM put forth a rebuttal to SD's letter of Aug 26, which he referred to as absolute tripe. JM stated that all four issues in SD's letter were incorrect and, or lies. SD offered no defence for the statements that he made. JM also stated that he had filed a Police Report pertaining to the "keying" of his car less than 24 hours after an incident with SD. (SD claimed no knowledge of the "keying.")

BB told SD that the proper venue for electing Directors was at the AGM and not by

distributing letters to Shareholders filled with unsubstantiated positions.

e. Windows

Heating Assessment / Grant Programs - BB discussed his phone calls to building inspectors licensed under federal and provincial grant systems and he felt that it would not be prudent to continue along this route until grant programs were in place for multi-suite buildings.

RS stated that she would like some standards to be put in place for the installation of new windows.

BB will write some letters to Prov. Authorities for more information.

RS wanted to thank the Board for all their hard work and dedication in managing the affairs of Maddock Manor.

f. Smoking at the Doors

Smoking is not allowed within 20 feet of the building. The shareholder is responsible for their guests smoking habits.

7. Matters Arising from the AGM Oct. 30, 2008.

a. Removal of Oil Tank.

A general discussion was held regarding the level of involvement by the Prov. Authorities. Opinions ranged from "just take it out and say it's gone" to the need to have the gov't sign off on it. JM is to check on this matter and report back to the Board.

b. Drainage System and Sinkhole

The front drainage will be finished this autumn. The sinkhole has shown no sign of increasing in size. It was felt that no further action was necessary.

c. Silverfish

There doesn't appear to be a strong consensus re. the silverfish and whether it is necessary to eradicate them. BB and RS will report back on this issue.

8. Election of Directors

The following Shareholders were nominated for the position of Director;

Brian Bohme


Mike McCarthy

Lynn Hayes

Jim McDonnell

All of the above were elected to the Board of Directors for 2009-2010. BB TO CHECK TO SEE IF Neil Major would be interested in the Secretary / Treasurer position
BB thanked AM for her past work at the Board level.

MOTION: GP/BB-to adjourn the meeting. **CARRIED**
(THE MEETING ADJOURNED AT 8:30 pm)



Jim McDonnell (Sec./Treas.)

**MADDOCK MANOR
FIVE-YEAR CAPITAL AND MAINTENANCE**

Item	Year	Contract or In-House	Low	Cost High	Priority
Building - Interior					
Install new baseboard	2009	In-house	500	600	High
Service chair lift	2010		400	750	High
Boiler room - remove temporary plug and install	2009		200	300	High
Door closures - service	2010	In-house ?	500	600	Low
Replace metal on front stairs next to chair lift	2009	In-house	100	200	Low
New tile or lino back hall	2010		1,000	1,500	Low
Laundry room					
New tile or lino	2011		1,500	2,000	Low
Paint	2011	In-house	100	200	Low
New sinks and faucet	2011	In-house	200	300	Low
Fix leaky radiator	2011		400	500	Low
New blinds	2011	In-house	200	300	Low
Balconies					
Fix leaks - replace duradeck	2009		2,000	5,000	High
Tile					
Replace cracked tile foyer and front entry	2010		250	350	Low
Doors					
Fix or replace 2 doors	2010		1,500	2,200	Low
Energy Smart Program					
New boiler					
New windows					
Parking Lot and Asphalt					
Line painting	2010	In-house	50	75	Low
Seal around building where it meets building	2009	In-house	50	75	High
Cut back ivy	2009	In-house			Low
Fix fences	2010	In-house	75	125	Low
Exterior					
Photo electric cell - install new one above Suite 1	2010	In-house	50	75	Low
Paint Front wood	2013		3,000	4,000	Low
Paint rear stucco	2013		3,000	4,000	Low

Oil tank	2009	2,000	10,000	High
Drains - front of building	2009	400	600	High
Paint bare concrete walls and roof in parking lot	2013	1,000	1,500	Low
Fall garden clean up	2009 In-house			Low

TOTAL		18,475	35,250	
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Year = 2009		5,250	16,775	
Year = 2010		3,825	5,675	
Year = 2011		2,400	3,300	
Year = 2012		-	-	
Year = 2013		-	-	
		7,000	9,500	
		18,475	35,250	

MADDOCK MANOR LTD.
DIRECTOR'S MEETING
TUES. OCT. 27, 2009
@ 7:00 PM, Suite 104

PRESENT: Brian Bohme, Jim McDonnell, Mike McCarthy.

MOTION – BB/MM – to adopt the minutes of the Director's Meeting, Sept. 5, 2009.
CARRIED.

MATTERS ARISING FROM MINUTES (Sept. 5, 2009) NONE.

AGENDA ITEMS

- a. Nomination of the President.
- b. Arbutus Drains.
- c. Suite 106.
- d. Moulding for the hallways.
- e. Boiler room cleanup.

ADOPTION OF THE AGENDA

MOTION - JM/BB – to adopt the Agenda. CARRIED

CHAIRMAN'S REPORT

NONE

TREASURER'S REPORT

All accounts are in order.

CORRESPONDENCE

NONE

AGENDA ITEMS

- a. Nomination of the President

MOTION: JM/MM – to nominate Brian Bohme as President. CARRIED

- b. Arbutus Drains

MOTION: BB/MM – to finish the drain work at the front of MM. CARRIED

- c. Suite 106/Shannon Daemore

MOTION: BB/MM – to impose a fine of \$75.00/week on Shannon Daemore (shareholder Suite # 106) on the infraction of renting a portion of his suite.

Refer to Lease Schedule A, Part (b) Use of Suites (1) *Suites cannot be leased or rented.* CARRIED

MOTION: BB/MM – to impose a fine of \$75.00/week on Shannon Daemore (Shareholder Suite # 106) on the infraction of reconfiguring Suite #106.

Covenant (e) of the lease states:

(e) *Not to make or permit to be made any alteration in construction*

or arrangement of the demised premises without the consent in writing of the Lessor, ... " CARRIED

Coldwell Banker will be contacted to proceed with the billing and collection of the fines. The fines for both infractions will commence on Nov. 1, 2009.

NOTE: An Extraordinary Meeting will be held within the next 6 weeks regarding the dispute between Maddock Manor Ltd. and Shannon Daemore unless there is a resolution of the issues.

d. Moulding in the Hallways

The Decorating Committee will be selecting moulding and the work of installation will be done in-house.

e. Boiler room cleanup

A notice will be posted 14 days in advance of the cleanup date. All personal belongings in the boiler room on the "cleanup" date will be disposed of. Clean up will occur in November 2009.

"FOR YOUR CONSIDERATION"

- a. Drywall has been found in the garbage containers. This is an infraction of Municipal Bylaws. These items must be disposed of properly.
- b. Again, garbage put in the Blue Boxes must be separated PROPERLY. Please show some consideration for the environment.

MOTION: BB/JM – to adjourn the meeting. CARRIED
(the meeting adjourned at 7:50 PM)



Jim McDonnell (Sec./Treasurer)

MADDOCK MANOR LTD.
DIRECTOR'S MEETING
TUESDAY, MARCH 16, 2010
@7:00 PM, Suite #104

PRESENT: Brian Bohme, Lynn Hayes, Mike McCarthy, Jim McDonnell

MOTION-BB/MM-to adopt the minutes of the Director's Meeting, Oct. 27, 2009.
CARRIED

MATTERS ARISING FROM THE MINUTES – NONE

AGENDA ITEMS

- a. Parking.
- b. Remedial Work on Balconies.

ADOPTION OF THE AGENDA

MOTION-LH/BB-to adopt the agenda. CARRIED

TREASURER'S REPORT

- a. All accounts are in order.
- b. S. Daemore has paid none of the fines assessed for non compliance with the rules of Maddock Manor. These fines now total \$2,250.00.
- c. Jim McDonnell is no longer prepared to continue with his workload regarding Maddock Manor. He'll take calls pertaining to his responsibilities as Treasurer and Secretary only. Day to day issues should be delivered in writing to a Board Member. If the issue is such that it requires a phone call please direct it to another Board Member.

CORRESPONDENCE-NONE

AGENDA ITEMS


- a. Parking-Mike Frizell has been assigned parking stall #2, taking effect on April 1, 2010.
- b. Balconies- the upcoming General Meeting was discussed re;
 - i) the fire on the balcony in suite #103.
 - ii) Remedial repairs necessary on both balconies (103, 203) There is a need to remove dry rot, improve the vinyl membranes and bring the railings up to code.
 - iii) Payment for the repairs.
 - 1. Operating Account/Contingency Fund.
 - 2. Shareholder Assessment.
 - 3. Combination of 1 and 2.

"FOR YOUR CONSIDERATION"

- a. There will be a cleanup in the laundry and furnace room. Please remove

any items you may have stored there.

MOTION – LH/MM- to adjourn the meeting. CARRIED
(the meeting adjourned at 9:15 PM)



Jim McDonnell (Sec./Treasurer)

MADDOCK MANOR LTD.
GENERAL MEETING
SAT. MARCH 20, 2010
@ 10:00PM Suite # 3

Present: Brian Bohne (proxy for Neil Major), Jim McDonnell (proxy for Anita Mierop), Mike Frizell (proxy for Suzanne Firth), Lynn Hayes (proxy for Erika Kormosi), Leslie Naylor, Art Robbins, Tat Cheng, Bess Wayslow, Raili Setter, Mike McCarthy.

1. A quorum was established.
2. Agenda Item.
 - a. Remedial work to the balconies and method of payment.
3. Additional Agenda Items.
 - a. Additional funding methods
 - i. Insurance
 - ii. Neil Major (to pay a % of cost to balcony #103)
 - b. Parking Infractions.
 - c. Fire Extinguishers.
 - d. Rules.

MOTION:JM/MM-to adopt the agenda. CARRIED

4. New Business

- a. Remedial work to the balconies and method of payment.

The required three quotes were not available for the discussion.

MOTION: MF/LH-that a budget of \$12,000 be approved for the balcony repairs with the Board selecting the contractor from the three quotes submitted. CARRIED

MOTION: MF/BB-to pay for the necessary repairs on the balconies from the Contingency Fund and to vote on the funding issue at the 2010 A.G.M. CARRIED

b.Parking

There is a concern that too many unauthorized vehicles are parking in the back lot. It is a serious safety issue if a car cannot exit the lot due to unauthorized parking. No vehicles can use the back lot without Board approval.

c.Fire Extinguishers

MOTION: AR/JM- to increase the number of fire extinguishers to three per floor. CARRIED

d. Rules

There is some concern whether Board approval should be sought for in-suite renovations. BB (with input from AR and MF) will draft rules pertaining to this issue. Also, to check on the requirement of contractors in regards to insurance and WCB etc.

MOTION: to amend the Rules to state that each shareholder must carry insurance for their suite and to submit it to the Board annually. CARRIED

NOTE: Complaints have been received regarding the state of cleanliness in the common areas. MM is going to contact Kelly Boy (Janitorial Service) to discuss the complaints.

MOTION: JM/BB-to adjourn. **CARRIED**
(the meeting adjourned at 11:15 AM)

A handwritten signature in cursive script, appearing to read "Jim McDonnell", written over a horizontal line.

Jim McDonnell (Sec./Treas.)

AGENDA
MADDOCK MANOR LTD.
ANNUAL GENERAL MEETING
SUNDAY, AUGUST 29th, 2010 @ 10:00AM
In the Laundry Room @ Maddock Manor

1. Confirmation of notice of meeting and quorum.
2. Matters arising from the Minutes of the AGM Sept. 22, 2009
 - a. Balconies.
 - b. Dispute with Shannon Daemore (Apt. 106)
 - c. Removal of oil tank.
 - d. Silverfish.
3. Adoption of the Minutes from the AGM of Sept. 22, 2009.
4. Additional Agenda Items
 - a. Approval of Budget for 2010-2011
 - b.
 - c.
 - d.
 - e.
5. Adoption of Agenda.
6. Chairman's Report.
7. Financial Report.
8. Approval of the Financial Statements for the year ending June 30, 2010.
10. New Business.
11. Election of Directors.
12. Adjournment.

**REMINDER: PROXIES MUST BE IN WRITING AND SUBMITTED BEFORE
THE COMMENCEMENT OF THE MEETING.**

A.

2:11 PM

07/09/10

Accrual Basis

Maddock Manor
Balance Sheet
As of June 30, 2010

	<u>Jun 30, 10</u>
ASSETS	
Current Assets	
Chequing/Savings	
Contingency Fund GIC	47,621.54
Operating Account	594.57
Total Chequing/Savings	<u>48,216.11</u>
Accounts Receivable	
1200 - Accounts Receivable	4,789.77
Total Accounts Receivable	<u>4,789.77</u>
Other Current Assets	
1405 - Petty Cash Fund	200.00
Total Other Current Assets	<u>200.00</u>
Total Current Assets	<u>53,205.88</u>
TOTAL ASSETS	<u><u>53,205.88</u></u>
LIABILITIES & EQUITY	
Equity	
3900 - Owners Equity	61,279.86
Net Income	-8,073.98
Total Equity	<u>53,205.88</u>
TOTAL LIABILITIES & EQUITY	<u><u>53,205.88</u></u>

2:37 PM

07/09/10

Accrual Basis

Maddock Manor
Trial Balance
 As of June 30, 2010

	Jun 30, 10	
	Debit	Credit
Conting./Spec. Asst.124-870-7:Holdback on Roof	0.00	
Conting./Spec. Asst.124-870-7:Plumbing Upgrade.	0.00	
Conting./Spec. Asst.124-870-7:Roof/Boiler Repairs	0.00	
Contingency Fund GIC	47,621.54	
Operating Account	594.57	
1200 · Accounts Receivable	4,809.77	
1405 · Petty Cash Fund	200.00	
3000 · Opening Bal Equity	0.00	
3900 · Owners Equity		61,279.86
4000 · Owners Contributions		43,431.53
4050 · Parking Income		1,920.00
4100 · Fines Income		5,150.00
4300 · Interest Income		260.68
5020 · Natural Gas	11,567.34	
5030 · Electricity	1,929.91	
5040 · Water/Sewer	2,338.97	
5050 · Garbage Removal	891.00	
5140 · Bank Charges	182.15	
5240 · Insurance/Licences	9,889.00	
5270 · Legal/Professional Fee	1,370.82	
5300 · Management Fee	3,510.50	
5305 · Management fees gst	118.00	
5310 · Council Admin.	0.00	
5320 · Petty Cash	841.27	
5380 · Improvements	371.31	
5390 · Repairs Exterior	952.50	
5400 · Janitorial	1,365.00	
5420 · Paint Halls	129.44	
5520 · R&M Elevator/Stair Lift	125.00	
5522 · R&M Fire Protection	833.36	
5523 · R&M Carpet	11,675.70	
5524 · R&M General	2,553.02	
5526 · R&M Grounds	120.00	
5545 · R&M Plumbing/Heating	1,410.80	
6999 · Uncategorized Expenses	0.01	
1410 · Property Tax	6,641.09	
TOTAL	112,042.07	112,042.07

Maddock Manor
Profit & Loss Budget vs. Actual
 July 2009 through June 2010

	Jul '09 - Jun 10	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4000 • Owners Contributions	43,431.53	43,541.15	-109.62
4050 • Parking Income	1,920.00	1,920.00	0.00
4100 • Fines Income	5,150.00		
4300 • Interest Income	260.68	1,000.00	-739.32
Total Income	50,762.21	46,461.15	4,301.06
Expense			
5020 • Natural Gas	11,567.34	16,667.96	-5,100.62
5030 • Electricity	1,929.91	1,787.55	142.36
5040 • Water/Sewer	2,338.97	2,225.58	113.39
5050 • Garbage Removal	891.00	1,631.45	-740.45
5140 • Bank Charges	182.15	100.00	82.15
5240 • Insurance/Licences	9,889.00	9,600.63	288.37
5270 • Legal/Professional Fee	1,370.82	3,000.00	-1,629.18
5300 • Management Fee	3,510.50	3,600.00	-89.50
5305 • Management fees gst	118.00		
5310 • Council Admin.	0.00	200.00	-200.00
5320 • Petty Cash	841.27	800.00	41.27
5360 • Telephone/ Intercom	0.00	100.00	-100.00
5380 • Improvements	371.31	1,000.00	-628.69
5390 • Repairs Exterior	952.50	500.00	452.50
5395 • Repairs Interior	0.00	500.00	-500.00
5400 • Janitorial	1,365.00	3,374.28	-2,009.28
5410 • Janitor Supplies	0.00	100.00	-100.00
5420 • Paint Halls	129.44	200.00	-70.56
5520 • R&M Elevator/Stair Lift	125.00	283.25	-158.25
5522 • R&M Fire Protection	833.36	627.73	205.63
5523 • R&M Carpet	11,675.70		
5524 • R&M General	2,553.02	516.66	2,036.36
5525 • R&M Locks	0.00	100.00	-100.00
5526 • R&M Grounds	120.00	681.89	-561.89
5530 • R&M Pest Control	0.00	1,000.00	-1,000.00
5537 • R&M Window Cleaning	0.00	309.00	-309.00
5545 • R&M Plumbing/Heating	1,410.80	1,000.00	410.80
5670 • Supplies	0.00	206.00	-206.00
6999 • Uncategorized Expenses	0.01		
Total Expense	52,175.10	50,111.98	2,063.12
Net Ordinary Income	-1,412.89	-3,650.83	2,237.94
Other Income/Expense			
Other Expense			
1410 • Property Tax	6,641.09		
Total Other Expense	6,641.09		
Net Other Income	-6,641.09		
Net Income	-8,053.98	-3,650.83	-4,403.15

**MADDOCK MANOR LTD.
ANNUAL GENERAL MEETING
SUNDAY, AUGUST 29th, 2010 @ 10:00AM
In the Laundry Room @ Maddock Manor**

Present: Gareth Prytherch (proxy for Tat and Mabel Chang), Brian Bohme (proxy for Lynn Hayes), Jim McDonnell (proxies for Leslie Naylor, Rachel Worth), Anita Mierop, Mena Brown, Art and Frieda Robbins, Neil Major, Shannon Daemore, Raili Setter, Mike McCarthy, Erica Kormosi.

1. The confirmation of notice and a quorum was established .
2. Matters arising from the Minutes of the AGM Sept. 22, 2009.
 - a. Balconies.
 - b. Dispute with Shannon Daemore (Suite 106).
 - c. Removal of oil tank.
 - d. Silverfish.

MOTION: AM/MB-to adopt the minutes of AGM, Sept. 22, 2009. **CARRIED**

3. Additional Agenda Items
 - a. Approval of the Budget.
 - b. Replacement of the city sidewalk.
 - c. Windows.
 - d. Boiler Fund
 - e. Janitorial Work.

MOTION: MB/RS-to adopt the agenda. **CARRIED**

4. Chairman's Report

Brian Bohme welcomed everyone to the meeting and made the following points;
Carpets were installed in the hallways. New moulding was purchased, painted and Installed. Many thanks to those that gave their time and effort to this project.
Fire extinguisher were increased to three per floor.
A gardening company was hired for a spring cleanup, and to maintain the yards.
The drainage work was completed on the north and west parameters.
A General Meeting was held March 20, 2010 to discuss the repairs needed on the balconies. A budget was approved for \$12,000 to complete the necessary work and that would be paid out of the Contingency Fund. The Board would select the contractor. A General Meeting would then be called to finalize financing.

5. Financial Report

- a. the Contingency Fund sits at \$47,621.54 (\$30,821.00 is allocated to the Boiler Fund).
- b. the Operating fund was \$594.57 at the year end. This was increased to \$6,304.32 as of July 31, 2010 when individual property taxes were returned to the operating fund.
- c. Income for 2009-2010 was a loss of \$1,412.89. NOTE:\$11,675.70 was expensed for the carpets.

- d. Fines Income should be deducted as it is unrealistic to think that Shannon Daemore will pay these fines at the present time!
 - e. Property taxes should not be considered a MM expense as they are the responsibility of the individual shareholders.
- In summation; revenues and expenses will continue to be monitored but at the present time the maintenance fees per suite appear to be sufficient to continue with our immediate plans.

MOTION: MM/NM-to approve the financials for 2009-2010. CARRIED

MOTION: JM/BB- to waive the audit for 2009/2010. CARRIED

6. Agenda Items

A. Balconies

Maddock Manor received 4 quotes:

1. \$9,087 from HDL Construction - includes \$2,260 for new railings, \$5,827 preparatory work and new vinyl decking and 2 new doors for \$2,000.00.
2. \$11,000 from ???
3. \$10,000 from ???
4. \$5,400 from Mr Build – for suite #203 includes new metal French doors at a cost of \$3,410.00 and for Suite #103 includes 6" by 8" patch of fire damaged area for \$1,990.00.

According to Mr Build the framing / sill around the French doors in Suite #203 are rotten. This was caused by improper workmanship – not being sealed properly.

A discussion was held regarding the responsibility of the balconies – is the cost to be paid by the suite owner or by Maddock Manor.

Mike McCarthy will investigate further (third party expert opinion, will Maddock Manor's insurance cover the repair costs, contractors' liability) and report back to the Board.

B. Dispute with Suite #106

It was noted that the fines assessed to Suite #106 have not been paid. Mr. Daemore asked if he sold his suite, would the fines be forgiven. Mr. Daemore is considering sending a letter to the Board on his plans for selling the suite.

C. Oil Tank

Neil Major stated that he is aware of a good company that is in the tank removal business and will request a quote from them and 2 other companies. The first step would be to assess if the tank still exists and if it needs to be removed.

D. Silverfish

A discussion was held and opinions were presented. The subject was tabled until Lynn Hayes has gathered three quotes for undertaking the work.

E. Approval of Budget for 2010-11

Motion MW / Seconded by Jim McDonnell – to approve budget. CARRIED

F. Front Sidewalk

Meena Brown presented an initiative under the federal stimulus package that Maddock Manor may be eligible to have the city sidewalks repaired on the north side of the building. Shannon Daemore will investigate the issue and report back to the Board.

G. Boiler

Raili Setter inquired about the amount in the boiler fund (\$30,800) and what are the plans for its use. A general discussion ensued on the pros and cons of a new boiler. The boiler fund cannot be used for any other project without approval of the owners. Brian Bohme offered to see if any energy efficiency grant programs were in place for apartment buildings.

H. Windows

Raili Setter inquired about plans for new energy efficient windows. A general discussion ensued on the pros and cons of new windows. Brian Bohme offered to see if any energy efficiency grant programs were in place for apartment buildings.

Motion MW / Gareth: installing new windows into a suite will remain the responsibility of the suite owner and to ensure a consistent type and style is used, installation must be approved by the Board. CARRIED

I. Janitor

Owners are not satisfied with the cleanliness of the building and the work being performed by the janitorial service. Raili Setter is to contact Kelly Boy Maintenance and restate what level of service is expected.

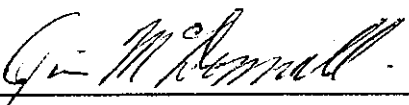
7. Election of Directors

The following shareholders were nominated for the position of Director;

Brian Bohme
Mike McCarthy
Lynn Hayes
Jim McDonnell

MOTION: MB/RS-to retain the Board, as is for 2010-2011. CARRIED

MOTION: GP/MB-to adjourn the meeting. **CARRIED**
(The meeting adjourned at 11:30 AM)



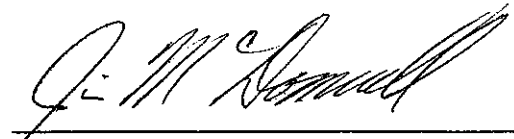
Jim McDonnell (Sec./Treas.)

**MADDOCK MANOR LTD.
DIRECTOR'S MEETING
TUES. DEC. 21, 2011
@ 10:00AM, Suite #104**

PRESENT: Jim McDonnell, Mike McCarthy

MOTION: MM/JM – to accept Sergio Negroni as a Shareholder in Maddock Manor Ltd.
CARRIED

MOTION: JM/MM – to adjourn. CARRIED (the meeting adjourned at 10:15 AM)



Jim McDonnell (President)

**MADDOCK MANOR LTD.
DIRECTOR'S MEETING
SUNDAY, NOVEMBER 14, 2010
@ 5:00 PM, Suite # 104**

PRESENT: Jim McDonnell, Lynn Hayes, Mike McCarthy

MOTION: MM/LH-to adopt the Minutes of the Director's Meeting, March 16, 2010.
CARRIED

MATTERS ARISING FROM THE MINUTES-NONE

AGENDA ITEMS

- a. Nominate Board Positions
- b. Discussion of the loan request by Shannon Daemore
- c. Balcony Repairs
- d. Excessive noise in suites
- e. Change in Regulations

ADOPTION OF THE AGENDA

MOTION-LH/MM-to adopt the Agenda. CARRIED

TREASURER'S REPORT

- a. Suzanne Firth is in arrears on her Property Taxes, totaling \$781.12
- b. Shannon Daemore is in arrears on his Property Taxes, totaling \$129.50 He also has outstanding fines for contraventions of Maddock Manor Regulations totalling \$7,950.00 (As of Nov. 2010).

AGENDA ITEMS

- a. Nomination of Board Positions

MOTION-MM/LH-to nominate Jim McDonnell as President. CARRIED

MOTION-LH/JM -to nominate Mike McCarthy as Secretary/Treasurer. CARRIED

- b. Discussion-Shannon Daemore's Loan Application

A letter is to be sent to Linsey Kenney LLT (acting for the lender) clarifying our position.

- c. Balcony Repairs

MOTION-MM/LH- to contract out to Mr. Build to repair the hole in the balcony of suite #103 and to repair the membrane leaks on both balconies. CARRIED

NOTE; MM will oversee the permit process and, if necessary, new railings will be installed.

- d. Excessive Noise In Suites

Letters will be written to the offending suites .

Please Note: Schedule A-REGULATIONS

b) USE OF SUITES

- vi) The shareholder shall not do or permit to be done in the premises

anything which may or can tend to the reasonable annoyance of other shareholders.

xv) No unreasonable noise (including volume of TV and music) between 11PM-7AM.

e. Change in the Regulations

MOTION JM/MM-to make the following change to the Regulations

SCHEDULE A-REGULATIONS

a) PAYMENT OF MAINTENANCE FEES AND PROPERTY TAXES

iv) A shareholder who becomes 3 months in arrears on maintenance fees or special levies, including property taxes, will have a lien placed against their share holdings and legal action will be commenced and all costs will be borne by the shareholder.

CARRIED

FOR YOUR CONSIDERATION

The Board would ask that the use of "mothballs" be discontinued. The smell permeates into suites and hallways and is considered offensive to most shareholders.

MOTION-LH/MM-to adjourn. CARRIED (the meeting adjourned at 6:30 PM)

A handwritten signature in cursive script, appearing to read "Jim McDonnell", written over a horizontal line.

Jim McDonnell (President)

**MADDOCK MANOR LTD.
DIRECTOR'S MEETING
SUNDAY, JAN. 23, 2011
@ 9:30 AM, suite #104**

PRESENT: Jim McDonnell, Art Robbins, Lynn Hayes, Mike McCarthy

NOTE: Brian Bohme has given his proxy to Art Robbins to act on his behalf.

MOTION: LH/MM – to adopt the minutes of the Director's Meeting , Nov. 14, 2010
CARRIED

MOTION: AR/LH – to adopt the minutes of the Director's Meeting Dec. 21, 2011
CARRIED

AGENDA ITEMS

- a. To revisit the work to be done on the balconies

ADOPTION OF THE AGENDA

MOTION: MM/AR – to adopt the Agenda. CARRIED

BALCONIES, #103, #203

MOTION: AR/LH – re. Summary quote #22071, dated Jan. 19, 2011 (see behind)

To have the following work done;

Option A. Suite # 203 New patio doors . \$3410.00 + HST

Option B. Suite # 103 Repair fire damaged deck. \$1,000.00 + HST (estimate)

Option C. All new decks with new surface-mount aluminum rails at east side
(approx. 450 sq ft) \$7,910.00 +HST

The total costs for Options A, B and C (HST included) will be \$13,798.40. (Hopefully, no further problems will be uncovered)

CARRIED

ANALYSIS OF BOARD DECISION

Option A. The doors in #203 are delaminating and aluminum sliding doors will be installed, conforming with those seen at #103. The doors have to be removed to repair the frame and to put in the new membrane.

Option B. The cost of Option B will be reduced as the repair patch of new vinyl is covered in Option C.

Option C. It has been decided to replace both balcony membranes. As you can see if you look up at suite #203, the wooden facing is rotten and must be replaced. The membrane also, must be replaced. The balcony membrane on #103 is also nearing the end of its "shelf life" and the Board felt strongly that it was advantageous to get all the related work done now. New railings are being put in to bring them up to code. There was no point in having the old railings re-installed.

Option D. Again, it is cost effective to put the new railings in now with the new membrane and floor covering.

Option E. The railings would have been installed on the balcony facings, not on the

balcony floors. An expense that we felt was unnecessary.

FINANCES Dec. 31, 2010

- a. Contingency Fund has \$47,600.00 of which, approximately \$31,000.00 is allocated to the Boiler Fund.
- b. Operating Account has \$14,000.00.
- c. Cash Requirements. Maddock Manor needs;
 - 1. Insurance-approx. \$10,000.00 in May, 2011.
 - 2. Property Taxes- \$4,000.00 in Feb. and \$4,000.00 in June. This will be returned to the Operating Account in July/Aug. by the Shareholders.
- d. Other Considerations;
 - 1. Mr Build has received a deposit of \$3,000.00 from Maddock Manor (Dec. 2010)
 - 2. Suite #103 is responsible for the cost of repairs to his balcony.

MOTION: AR/MM – to adjourn. CARRIED (the meeting adjourned at 10:45 AM)

Shareholders: a GENERAL MEETING will be held Monday, Jan. 31, 2011
at 7:00 PM in the lobby of Maddock Manor re. the balconies. At a General Meeting,
March 20, 2010 a resolution was put forth that allowed the Board to spend \$12,000.00
and a General Meeting would be held to vote on the financing. See you there!



Jim McDonnell (Chairperson)

- ☐ Renovations ☐ Repairs
☐ All Commercial & Residential Work



3

January 19, 2011

Summary Quote# 22071

Jim McDonnell/Strata
 2146 West 43rd Avenue
 Vancouver, B.C.
 604-266-4040 Mike
 604-266-9887 Jim
 jhmcdonnell@shaw.ca

Cost Breakdown

As Per Quote Dated - April 9, 2010

OPTIONS:

- A. • Suite# 203 New custom patio doors \$ 3410.00 (+hst)
- B. • Suite# 103 Lower Deck
 Repair fire damaged deck - done 50%
 Prep and install new vinyl 6'x8' (approx 50sqft) \$ 1990.00 (+hst)
- C. • New Quote Dated January 18, 2011
 All new decks with new surface-mount aluminum rails at east side (approx 450sqft) \$ 7910.00 (+hst)
- D. • Option 1
 New deck surface with vinyl and re-use original iron railing \$ 6200.00 (+hst)
- E. • Option 2
 Deck surface with vinyl and side-mount aluminum rails \$ 1690.00 extra (+hst)



Mr. Build Dunbar
 Kurt Gust Investments Ltd.
 9129 Shaughnessy St., Vancouver, B.C. V6P 6R9
 Tel: (604) 73-BUILD (732-8453) / Fax: (604) 732-3015
 Email: mrbuild@mrbuild.com
 Website: mrbuild.com



Voted
 Best
 Home
 Improvement
 Contractor

**MADDOCK MANOR LTD.
GENERAL MEETING
MONDAY, JAN. 31, 2011
@ 7:00PM, LOBBY**

PRESENT: Jim McDonnell (proxies for Anita Mierop, Neil Major, Brian Bohme), Art Robbins (proxy for Leslie Naylor), Bess Wayslow, Mike Frizell, Gareth Prytherch, Rachel Worth, Mike McCarthy, Erika Kormosi, Sergio Negroni, Tat Cheng, Lynn Hayes.

JM welcomed Sergio Negroni to the building .

The confirmation of notice and a quorum was established.

AGENDA ITEMS

- a. To approve the budget of \$13,126.40 for repairs to balconies. Suites 103 and 203.
- b. To vote on the financing of the above budget.

ADDITIONAL AGENDA ITEMS

None

MOTION: LH/GP-to adopt the agenda. CARRIED

CHAIRMAN'S REPORT

The work on the balconies was summarized and reasons were given as to why we were approximately 10% over budget. The balcony on #203 will have a new plywood flooring put down due to rot and a new membrane to cover. The french doors will be replaced with sliding doors to conform with suite # 103. The doors are delaminating and the doorsill is rotting. New railings will be installed that are in compliance with the building codes. The membrane will be extended up the wall to solve the problem of leaking into suite #3. Suite #103 has had the fire damage repaired and will have a new membrane installed on the floor (not a patch) and new railings installed.

This work will repair the structural and membrane problems, and present the front of the building in a much more positive light. Hopefully, this will be somewhat more attractive to potential purchasers.

Finances are as follows;

Contingency Fund	\$16,500.00
Operating Acc't	14,600.00
Revenue (Feb-May)	15,000.00

Expenses (Feb-May)	\$21,700.00
Balconies (Owing)	11,000.00

Therefore, the necessary funds are available to Maddock Manor.

MOTION: AR/MF-to approve the budget of \$13,126.40 for repairs to the balconies.
CARRIED

b. FINANCING OF BALCONIES

A general discussion was held with several shareholders expressing views on an assessment. Some felt that an assessment was unnecessary at this time and could be voted upon when there was a need for additional financing. Others felt it would be more prudent to have a partial assessment at the present time. AR suggested that a contribution of \$400.00 per suite would be a reasonable amount for shareholders to consider. Further discussions indicated that most shareholders were agreeable to this.

MOTION: AR/MF- to approve an assessment of \$6,400.00, to be paid by the shareholders of Maddock Manor. The assessment will be one of two options;

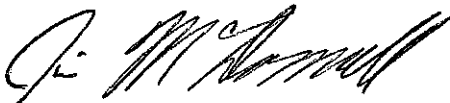
a. \$400.00 per suite.

b. total payment of \$6,400.00 with the assessment based on shareholders Shares/Ratio.

CARRIED (Note: the options were discussed with Klaus Michel and he informed me that payment is to be based on Shares/Ratio unless the shareholders voted 100% in favour of option A. (That is felt to be unattainable.)

I have enclosed the payment schedule giving all shareholder assessments. Please make the cheques payable to Maddock Manor Ltd. The payments must be in by March 1, 2011.

MOTION:MF/LH- to adjourn the meeting. CARRIED
(the meeting adjourned at 7:30 PM)



Jim McDonnell (Chairman)

Apt #	Name	Shares	Ratio	\$ 6,400.00
1	Gareth	1,070	0.058136	\$ 372.07
2	Rachel	1,070	0.058136	\$ 372.07
3	Mrs Naylor	925	0.050258	\$ 321.65
101	Bessie	1,225	0.066558	\$ 425.97
102	Anita	1,225	0.066558	\$ 425.97
103	Neil M	1,035	0.056235	\$ 359.90
104	Jim	1,010	0.054876	\$ 351.21
105	Michael F	1,375	0.074708	\$ 478.13
106	Shannon	1,075	0.058408	\$ 373.81
201	Brian	1,275	0.069275	\$ 443.36
202	Mile & Raili	1,275	0.069275	\$ 443.36
203	Tat & Mabel	1,085	0.058951	\$ 377.29
204	Erika	1,060	0.057593	\$ 368.60
205	Sergio	1,125	0.061125	\$ 391.20
206	Art & Frieda	1,425	0.077425	\$ 495.52
301	Lynn	1,150	0.062483	\$ 399.89
Total		18,405	1.00000	\$ 6,400.00

MADDOCK MANOR LTD.

DIRECTOR'S MEETING

TUESDAY, MAR. 29, 2011

@ 7:00 PM, suite #104

PRESENT: Jim McDonnell, Lynne Hayes, Art Robbins

MOTION: LH/AR-to adopt the minutes of the Director's Meeting, Jan. 23, 2011. CARRIED

AGENDA ITEMS

- a. Balcony Summation.
- b. Window Washing.
- c. Gardening.
- d. Shannon Daemore
- e. Oil Tank

ADOPTION OF AGENDA

MOTION: LH/AR-to adopt the Agenda. CARRIED

a. BALCONY SUMMATION

-The balconies have now been completed. A further cost of \$1,280.00(+HST) was incurred due to rot in the triangular area on the balcony of #103. This was due to an old membrane leak. The plywood and joists supporting that corner had to be replaced. I informed AR of the problem as he was at ground level. I gave approval to the repairs and took photos of the rot. These photos will be posted on the bulletin board in the lobby for your perusal. Given that the replacement joists would no longer have the same strength as the old ones I okayed the railing going straight across to the wall. New fascia boards were installed and continuous gutters at the front entrance deck overhang were tied into the existing downspout.

-The Assessment voted upon at the Jan. 31, 2011 General Meeting, has been paid by 14 Shareholders and deposited into our Operating Account. A cheque was issued to Mr Build Vancouver, in the amount of \$8,060.00 by Coldwell Banker.

-Neil Major's Assessment.

MOTION:LH/AR-to charge Neil Major \$700.00(+HST) for the damage done to the balcony at #103 due to the fire. CARRIED

b.WINDOW WASHING (cont)

-Kelly Boy will be notified of our intent to have the windows washed at the beginning of May. All windows in the building are to be done. We will ask for a quote.

c. GARDENING

-Nguyen Hong will be phoned to do a "spring cleanup" of the yards on April 15, 2011 (approx.)

d. SHANNON DAEMORE (#106)

- a response to his letter, dated Feb. 23, 2011 to Munro Crawford, will be formulated.

e. OIL TANK REMOVAL

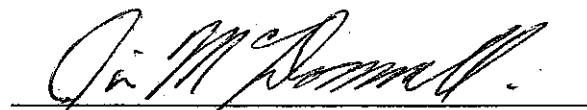
MOTION: AR/LH-to accept the quote from Stormworks Contracting Ltd to remove our oil tank. CARRIED

(Note; this quote was given in Nov. 2010 and the details pertaining to it will have to be clarified.)

-the Board is including a ballot with the Minutes for the Shareholders to vote FOR or AGAINST the removal of the oil tank. If 6 votes are registered against the proposal a General Meeting will be called to discuss the issue. Please put the ballot under the door of suite #104 with your name and a "Yeah or Nae." There will be No Assessment on this issue unless there is soil contamination and the costs rise dramatically. Regardless, the tank must be removed! The Board wishes to move on this issue before the spring weather starts.

The Board wishes to thank Neil Major for the work he did on this project.

MOTION: LH/AR-to adjourn the meeting. CARRIED



Jim McDonnell (Chairperson)

Neil Major had an accident in his apartment and caused a small fire on his deck. The minor damage that occurred could have been repaired for less than \$200.00. However it was not repaired as the decks were rotten and were going to be replaced anyway. Mr. Major did not cause any additional cost to the repairs that were done. After the accident he was subjected to verbal abuse by one of the members in the Coop. He has to return to work due to a lack of finances. To fine him \$700.00 for an accident that was unintentional, and incurred no cost or injury seems to be unfair and lacking in empathy,

It seems to be another example of the board inflicting its unilateral power without regard to what is right or just. The power to punish is intoxicating.

The thinking behind this decision is in keeping with those that would replace rotten joists with new ones that aren't as strong as the rotten ones.

DIRECTOR'S MEETING

MADDOCK MANOR LTD.

JULY 10, 2011

Suite #104, @ 7:00PM

PRESENT: Jim McDonnell, Lynne Hayes, Art Robbins

MOTION: AR/LH-to adopt the minutes of the Directors Meeting, March 29, 2011. CARRIED

MATTERS ARISING FROM THE MINUTES: NONE

AGENDA ITEMS

- a. Co Op Home Loans; Building Approval Certificate (Van City).
- b. Agenda Items for the AGM.
- c. Overflow Outlets on Bathroom Sinks.

FURTHER AGENDA ITEMS

- d. Repair of tiles in the lobby.

ADOPTION OF THE AGENDA

MOTION:LH/AR-to adopt the Agenda. CARRIED

CHAIRMAN'S REPORT

The window washing has been completed and Nguyen Hong has been hired to maintain the gardens and lawns for the summer. The oil tank was removed and found to have left no "environmental damage." The job was completed at the quoted price. Sod has been purchased and put down.

FINANCIAL REPORT

Insurance for the year has been purchased slightly under budget. Shareholders financials are up to date with one exception and that is expected to be cleared up in the immediate future.

AGENDA ITEMS

- a. Co Op Home Loans; Building Approval Certificate (Van City)

A shareholder has applied for a loan at Van City, which required certain financial information from MM. Once MM is approved, it will give Shareholders another source for loans (aside from the Hong Kong Bank) and enable prospective purchasers to have more options for financing.

MOTION:LH/AR-to approve the Van City Loan Application. CARRIED

b. Agenda Items for the AGM

1.Silverfish *No*

2.Sidewalks *No*

3.Heating in the building (summer months) *YES*

4.Damage Deposit pertaining to moving (in and out of building) *100 - REFUNDABLE DAMAGE DEP.*

c. Overflow Outlets in Bathroom Sinks *3yr PLAN - CORRECTED*

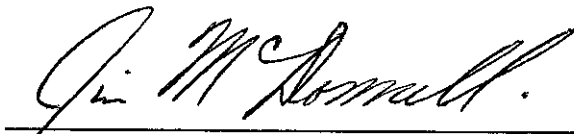
The Board felt that all bathroom sinks must be brought up to code and therefore have overflow outlets in them. This will prevent the occasional problem the building has had with flooding. Please check your bathroom sink to ensure that you have an overflow outlet.

MOTION:AR/LH- (to be added to the Rules and Regulations) All bathroom wash basins must be equipped with an overflow outlet. CARRIED

d. Tile Repair in the Lobby

A discussion of the problem was held and it was felt that the issue could be dealt with "in house." It will be dealt with this summer.

MOTION: LH/AR-to adjourn the meeting. CARRIED



Jim McDonnell (Chairperson)

AGENDA

MADDOCK MANOR LTD.

ANNUAL GENERAL MEETING

JULY 25, 2011 @ 7:00 PM

In the laundry room @ Maddock Manor

1. Confirmation of notice of meeting and quorum.
2. Adoption of the Minutes from the AGM August 29, 2010
3. Matters arising from the Minutes of the AGM Aug. 29, 2010.
 - A. Sidewalks.
 - B. Silverfish.
4. Additional Agenda Items.
 - A. Heating of the building in the summer months.
 - B. Damage deposits when moving.
 - C.
 - D.
 - E.
5. Adoption of the Agenda.
6. Chairman's Report.
7. Financial Report.
8. Approval of the financial Statements for the year ending June 30, 2011.
9. Agenda Items.
10. Election of Directors.
11. Adjournment.

**REMINDER; PROXIES MUST BE IN WRITING AND SUBMITTED BEFORE THE
COMMENCEMENT OF THE MEETING.**

	2010/11	2010/11	(-) Under Budget (+) Over	2011/12	%	Notes
Revenue	Actual	Budget	Budget	Budget	Change	
4000 Maintenance	43,863.55	43,541.15	322.40	43,541.15		no change
4050 Parking	1,940.00	1,920.00	20.00	1,920.00		no change
4100 Fines	6,550.00	-	-	-		
4300 Interest	153.20	300.00	(146.80)	300.00		no change
4700 Recovery Property Taxes	-	-	-	-		
Total	52,506.75	45,761.15	6,745.60	45,761.15		
Monthly Operating Expenses						
5020 Natural Gas	12,744.83	12,150.00	594.83	12,740.00	0%	increase over 10/11 Actual
5030 Electricity	1,593.97	2,030.00	(436.03)	1,640.00	3%	increase over 10/11 Actual
5040 Water/Sewer	2,841.47	2,410.00	431.47	2,930.00	3%	increase over 10/11 Actual
5050 Garbage Removal	-	920.00	(920.00)	-		
5140 Bank Charges	132.00	180.00	(48.00)	130.00	0%	increase over 10/11 Actual
5240 Insurance	10,711.00	10,190.00	521.00	11,030.00	3%	increase over 10/11 Actual
5270 Legal / Prof	280.27	1,000.00	(719.73)	560.00	100%	increase over 10/11 Actual
5300 Management Fee	3,543.00	3,630.00	(87.00)	4,560.00		\$380 * 12 months
5305 Management Fee GST/HST	424.80	-	424.80	547.20	12%	of 2011/12 Budget amount above
5310 Council Admin	65.64	-	65.64	100.00		miscellaneous fixed amount
5320 Petty Cash	610.09	840.00	(229.91)	610.00		no change from 10/11 Actual
5360 Telephone/Intercom	-	100.00	(100.00)	50.00		miscellaneous fixed amount
5380 Improvements	-	370.00	(370.00)	500.00		miscellaneous fixed amount
5390 Repairs Exterior incl Roof	-	500.00	(500.00)	500.00		miscellaneous fixed amount
5395 Repairs Interior	-	500.00	(500.00)	500.00		miscellaneous fixed amount
5400 Janitorial	2,912.00	3,480.00	(568.00)	3,360.00		\$250 * 12 months + HST @12%
5410 Janitorial supplies	84.63	100.00	(15.37)	100.00		miscellaneous fixed amount
5420 Paint Halls	-	130.00	(130.00)	130.00		miscellaneous fixed amount
Repairs & Maintenance						
5520 Stair Lift	125.00	130.00	(5.00)	130.00	3%	increase over 10/11 Actual
5522 Fire Protection	840.49	860.00	(19.51)	870.00	3%	increase over 10/11 Actual
5524 General	3,602.13	2,630.00	972.13	2,410.00	-33%	decrease over 10/11 Actual
5525 Locks	-	100.00	(100.00)	100.00		miscellaneous fixed amount
5526 Grounds	782.98	720.00	62.98	810.00	3%	increase over 10/11 Actual
5530 Pest control	-	1,000.00	(1,000.00)	-		
5537 Window cleaning	-	320.00	(320.00)	330.00	3%	increase over 10/11 Budget
5541 Appliances	-	-	-	-		nil
5545 Plumbing / heating	1,554.58	1,030.00	524.58	1,550.00	0%	increase over 10/11 Actual
5670 Supplies	47.29	200.00	(152.71)	50.00	3%	increase over 10/11 Actual
Total	42,896.17	45,520.00	(2,623.83)	46,237.20		
Net Ordinary Income	9,610.58	241.15	9,369.43	(476.05)		
Net Ordinary Income (excl Fines)	3,060.58	241.15				
Other Income/Expenses						
Other Income						
4400 Recovery Property Taxes	14,261.34					
4800 Spec Assess Balconies	(7,376.00)					
Total Other Income	6,885.34	-	-	-		
Other Expenses						
1410 Recovery Property Taxes	9,129.22					
Total Other Income	9,129.22	-	-	-		
Net Other Income	(2,243.88)	-	-	-		
Net Income	7,366.70	241.15	9,369.43	(476.05)		

10:11 AM

07/06/11

Accrual Basis

Maddock Manor
Trial Balance
 As of June 30, 2011

	Jun 30, 11	
	Debit	Credit
102-176-5:2011 balcony upgrade funds	0.00	
102-176-5:Operating Account	5,920.19	
Conting./Spec. Asst.124-870-7:Holdback on Roof	0.00	
Conting./Spec. Asst.124-870-7:Plumbing Upgrade.	0.00	
Conting./Spec. Asst.124-870-7:Roof/Boiler Repairs	0.00	
Contingency Fund GIC	36,664.91	
1200 · Accounts Receivable	17,957.48	
1405 · Petty Cash Fund	200.00	
2200 · GST Payable	0.00	
2240 · PST Payable	0.00	
3000 · Opening Bal Equity	0.00	
3900 · Owners Equity		53,375.88
4000 · Owners Contributions		43,863.55
4050 · Parking Income		1,940.00
4100 · Fines Income		6,550.00
4300 · Interest Income		153.20
4700 · Miscellaneous Income	0.00	
5020 · Natural Gas	12,744.83	
5030 · Electricity	1,593.97	
5040 · Water/Sewer	2,841.47	
5140 · Bank Charges	132.00	
5240 · Insurance/Licences	10,711.00	
5270 · Legal/Professional Fee	280.27	
5300 · Management Fee	3,543.00	
5305 · Management fees gst	424.80	
5310 · Council Admin.	65.64	
5320 · Petty Cash	610.09	
5400 · Janitorial	2,912.00	
5410 · Janitor Supplies	84.63	
5520 · R&M Elevator/Stair Lift	125.00	
5522 · R&M Fire Protection	840.49	
5524 · R&M General	3,602.13	
5526 · R&M Grounds	782.98	
5545 · R&M Plumbing/Heating	1,554.58	
5670 · Supplies	47.29	
4400 · Recovery Property Taxes		14,261.34
4800 · Sp. Assessment:Balcony upgrades	7,376.00	
1410 · Property Tax	9,129.22	
TOTAL	120,143.97	120,143.97

10:10 AM
07/06/11
Accrual Basis

Maddock Manor
Profit & Loss Budget vs. Actual
July 2010 through June 2011

	Jul '10 - Jun 11	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4000 · Owners Contributions	43,863.55	43,541.15	322.40
4050 · Parking Income	1,940.00	1,920.00	20.00
4100 · Fines Income	6,550.00		
4300 · Interest Income	153.20	300.00	-146.80
4700 · Miscellaneous Income	0.00		
Total Income	52,506.75	45,761.15	6,745.60
Expense			
5020 · Natural Gas	12,744.83	12,150.00	594.83
5030 · Electricity	1,593.97	2,030.00	-436.03
5040 · Water/Sewer	2,841.47	2,410.00	431.47
5050 · Garbage Removal	0.00	920.00	-920.00
5140 · Bank Charges	132.00	180.00	-48.00
5240 · Insurance/Licences	10,711.00	10,190.00	521.00
5270 · Legal/Professional Fee	280.27	1,000.00	-719.73
5300 · Management Fee	3,543.00	3,630.00	-87.00
5305 · Management fees gst	424.80		
5310 · Council Admin.	65.64		
5320 · Petty Cash	610.09	840.00	-229.91
5360 · Telephone/ Intercom	0.00	100.00	-100.00
5380 · Improvements	0.00	370.00	-370.00
5390 · Repairs Exterior	0.00	500.00	-500.00
5395 · Repairs Interior	0.00	500.00	-500.00
5400 · Janitorial	2,912.00	3,480.00	-568.00
5410 · Janitor Supplies	84.63	100.00	-15.37
5420 · Paint Halls	0.00	130.00	-130.00
5520 · R&M Elevator/Stair Lift	125.00	130.00	-5.00
5522 · R&M Fire Protection	840.49	860.00	-19.51
5524 · R&M General	3,602.13	2,630.00	972.13
5525 · R&M Locks	0.00	100.00	-100.00
5526 · R&M Grounds	782.98	720.00	62.98
5530 · R&M Pest Control	0.00	1,000.00	-1,000.00
5537 · R&M Window Cleaning	0.00	320.00	-320.00
5545 · R&M Plumbing/Heating	1,554.58	1,030.00	524.58
5670 · Supplies	47.29	200.00	-152.71
Total Expense	42,896.17	45,520.00	-2,623.83
Net Ordinary Income	9,610.58	241.15	9,369.43
Other Income/Expense			
Other Income			
4400 · Recovery Property Taxes	14,261.34		
4800 · Sp. Assessment			
Balcony upgrades	-7,376.00		
Total 4800 · Sp. Assessment	-7,376.00		
Total Other Income	6,885.34		
Other Expense			
1410 · Property Tax	9,129.22		
Total Other Expense	9,129.22		
Net Other Income	-2,243.88		
Net Income	7,366.70	241.15	7,125.55

Maddock Manor
Balance Sheet
As of June 30, 2011

	<u>Jun 30, 11</u>
ASSETS	
Current Assets	
Chequing/Savings	
102-176-5	
Operating Account	5,920.19
Total 102-176-5	5,920.19
Contingency Fund GIC	36,664.91
Total Chequing/Savings	42,585.10
Accounts Receivable	
1200 - Accounts Receivable	17,957.48
Total Accounts Receivable	17,957.48
Other Current Assets	
1405 - Petty Cash Fund	200.00
Total Other Current Assets	200.00
Total Current Assets	60,742.58
TOTAL ASSETS	<u><u>60,742.58</u></u>
LIABILITIES & EQUITY	
Equity	
3900 - Owners Equity	53,375.88
Net Income	7,366.70
Total Equity	60,742.58
TOTAL LIABILITIES & EQUITY	<u><u>60,742.58</u></u>