

THE MONTCLAIRE – LMS 1606

LOCATION:

7:00 p.m. - Exercise Room
2980 Princess Crescent
Coquitlam, B.C. V3B 7R5

**STRATA COUNCIL
2007/2008**

PRESIDENT

Kelly Reid - #420-2980

VICE-PRESIDENT/LANDSCAPE

Robin Tadd - #114-2970

TREASURER

Michelle Lynde - #124-2980

SECRETARY/SOCIAL

Gail Surcess - #402-2970

AT LARGE

Judy MacLeod – #118-2970

Walter Vettorel - #127-2980

STRATA MANAGER

Frank (Woody) Wood

Direct Phone: (604) 592-5661

E-Mail: fwood@baywest.ca

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Accountant:

Lia Xu

(604) 501-8777

E-Mail: lxu@baywest.ca

BAYWEST MANAGEMENT

13520 – 78TH Avenue
SURREY, B.C. V3W 8J6

Phone: (604) 591-6060

ATTENDANCE:

Kelly Reid
Robin Tadd
Michelle Lynde
Gail Surcess
Judy MacLeod
Walter Vettorel

REGRETS:

Frank (Woody) Wood, Baywest Management Corporation

(1) CALL TO ORDER

The meeting was called to order at 7:00 p.m. A quorum was established.

(2) CHANGE OF STRATA MANAGER

At the request of Council, Baywest Management assigned a new Strata Manager, Frank (Woody) Wood, who was welcomed by Council.

(3) ADOPTION OF PREVIOUS MINUTES

It was MOVED/SECONDED the Minutes of the June 27, 2007 Strata Council Meeting be accepted as prepared and circulated by Baywest. CARRIED

(4) FINANCIAL REVIEW

4.1 FINANCIAL STATEMENT

Following review of the Financial Statements up to and including June 30, 2007, it was noted all the Treasurer's questions had been answered and the Financial Statements were in order. It was then MOVED/SECONDED to accept the Financial Statements to June 30, 2007 as prepared. CARRIED

4.2 ACCOUNTS RECEIVABLE

The Strata Manager conducted a review of the Accounts Receivable as at July 20, 2007 with Council and it was noted there were several accounts in arrears.

Owners are reminded that Strata Fees are due and payable on the first day of each and every month and the Strata Corporation is solely dependent on prompt receipt of all Strata Fees to finance its day-to-day activities and Special Levies to finance special projects.

OWNERS ARE REMINDED THAT ANY MONEY OWING AFTER THE DUE DATE MAY BE ASSESSED A LATE PAYMENT PENALTY IN ACCORDANCE WITH THE STRATA CORPORATION'S BYLAWS, DIVISION 1, 1 (b).

(5) BUSINESS ARISING FROM THE MINUTES

5.1 ROOF REPAIRS

Tek Roofing has still not been able to commit to a timeframe for the roof repair/maintenance work approved for this year, however they expressed they were hopeful to begin this work in August.

5.2 WINDOW TRIM – BOX REPAIR

SJL Construction has is finishing work on the window trim box repairs approved at the Annual General Meeting. It was also noted there are some rotten batten boards around some of the windows. SJL will be submitting a quote to repair the fascia boards on several units on the 4th floor.

5.3 DECK SURFACING

Resurfacing of the decks has been completed with the exception of a few deficiencies. The contractor will be completing the deficiencies as weather permits over the next few weeks.

5.4 FRONT SIDEWALK REPAIR

The contractor has not completed this work and the Strata Manager was directed to follow up on this and have the work completed as soon as possible.

5.5 REMOVAL OF REALTOR LOCKBOXES

Realtor lockboxes were removed from the property as requested.

5.6 PAINTING INSIDE UNIT 101

The painting of unit 101 was completed as scheduled.

5.7 REPAIRS TO HOT WATER MAIN ON 2ND FLOOR

The holes in the drywall to facilitate the repairs have not yet been patched. The Strata Manager was directed to find a contractor to have this repair completed as soon as possible.

(6) COMMITTEE REPORTS

6.1 LANDSCAPE REPORT

Repair work on the gazebo is complete and weather permitting, the painting will be completed in the next few days.

The hose, hose reel and nozzle disappeared, which necessitated the purchase of a replacement. The hose will now be kept locked up in the elevator room.

6.2 SOCIAL REPORT

Reminder: The annual barbecue will be held Sunday, August 13th between 2:00 p.m. – 6:00 p.m.

This is a great time to get to know new neighbours and other Owners in the building. There is no cost to individual Owners.

(7) CORRESPONDENCE

An Owner expressed concerns about the height some of the hedges which have grown over the past few months and that they may be impeding sight lines from the parking garage. The Landscape Committee will review the heights with the gardener and make adjustments as necessary.

An Owner expressed concern over the condition of some of the first floor decks. It was noted this year's budget is dealing with 2nd & 3rd floor decks. First and 4th floor decks were not part approved expenses for this fiscal year. Proposals for these decks was table until the next Annual General meeting.

A concern was expressed about residents leaving doors propped open during the daytime. Residents are reminded the Strata Corporation's Bylaws Section 39 (b) states:

No Owner, tenant or visitor shall leave open or unlocked any outside entrance or fire escape for the purpose of moving into or out of a strata lot or otherwise, unless they are in constant supervision of the entrance.

An Owner expressed concern about their balcony not being completed. The Strata Manager will follow up with the contractor to ensure it is complete.

Correspondence sent by Baywest, as directed, were reviewed.

(8) NEW BUSINESS

8.1 LEAK – JULY 16

A leak occurred in the hallway on the 2nd floor. A temporary repair was made and complete repairs will be carried out over the next few weeks.

8.2 ROOF LEAK/FIRE ALARM – JULY 18

The roof leak that occurred on the evening of July 18th sent water into a smoke detector setting off the fire alarms. The Fire Department responded and reset the fire alarms and the roofing contractor followed up and made repairs to the roof. The smoke detector was then replaced.

8.3 WINDOW COVERINGS

Residents are reminded the Strata Corporation's Bylaws Section 3 C. (v.) states that window coverings need to be white, off white or other neutral shade, unless first approved in writing by Council.

(9) ADJOURNMENT

There being no further business, the meeting adjourned at 8:07 p.m.

The next Strata Council Meeting will be held **Wednesday, August 22, 2007 at 7:00 p.m.**

Frank (Woody) Wood
Strata Manager

Please be advised you should retain copies of Council and General Meeting Minutes for a period of 2 years.