

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

Fax: (604) 592-5661

Accountant:

Anca Ticusan
(604) 501-4429

E-Mail: aticusan@baywest.ca

BAYWEST MANAGEMENT

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

Phone: (604) 591-6060

ATTENDANCE:

Kelly Reid
Robin Tadd
Michelle Lynde
Judy MacLeod

REGRETS:

Gail Surcess
Walter Vettorel

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) ADOPTION OF PREVIOUS MINUTES

Following review of the Minutes of the Council Meeting held July 25, 2007, one error was noted. On page 3, under section Social Report, it should have read August 12 instead of August 13. There being no further errors or omissions noted, it was MOVED/SECONDED to adopt the Minutes as amended. CARRIED

(3) FINANCIAL REVIEW

3.1 FINANCIAL STATEMENT

Following review of the Financial Statements up to and including July 31, 2007, it was noted all the Treasurer's questions had been answered and the Financial Statements were in order. It was MOVED/SECONDED to accept the Financial Statements to July 31, 2007 as prepared. CARRIED

3.2 ACCOUNTS RECEIVABLE

The Strata Manager conducted a review of the Accounts Receivable as at August 17, 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).

(4) BUSINESS ARISING FROM THE MINUTES

4.1 ROOF REPAIRS

Tek Roofing will be conducting the scheduled maintenance on the roof in late September and early October.

4.2 WINDOW TRIM – BOX REPAIR

The scheduled repairs to window boxes and fascia boards have been completed. Fascia board maintenance will be an item that needs to be continued on an annual basis. Council will be keeping records of the dates when each window fascia has been replaced.

4.3 DECK SURFACING

Resurfacing of the decks has been completed. All noted deficiencies were corrected.

4.4 FRONT SIDEWALK REPAIR

Repairs to the front sidewalk have been completed.

4.5 REPAIRS TO HOT WATER MAIN ON 2ND FLOOR

The repairs to the holes in the drywall on the second floor have been completed.

(5) COMMITTEE REPORTS

5.1 LANDSCAPE REPORT

The repairs that were required to repair the pump on the fountain were more expensive than expected, even with having shared the expense with the Jefferson.

5.2 SOCIAL REPORT

A great time was had by those attending the annual barbecue. The weather and the fact that the air show was going on did have an impact on the turn out.

An inquiry from the Jefferson in regards to the possibilities of next year having a street party or such was discussed. Council will continue to explore the possibilities of this type of event in the future.

(6) CORRESPONDENCE

A letter was received from a group of Owners expressing some concerns as far as maintenance and security issues.

An Owner expressed concerns about the framing around their balcony door. The Strata Manager was directed to have a contractor investigate the problem.

Council subsequently dealt with the correspondence received and where deemed necessary, the Strata Manager was directed to correspond with the various authors. Others will have their concerns addressed in the Minutes or be contacted by a member of Council for a first-hand report

(7) NEW BUSINESS

7.1 CARETAKER

Prior to the meeting Gary & Pat Burton the Owners of White Glove Enterprises, the janitorial and caretaker contractors, informed Council they are retiring as of September 30, 2007. Their daughter will be taking over the company. The staff that is currently in place will remain and continue to service the Montclair.

Council expressed their thanks to Gary & Pat for their years of service and dedication and wished them well in their retirement.

7.2 CARPET REPAIRS

Several small repairs to the common area carpets have been noted as needing to be done. The Strata Manager was directed to contact the carpet layers to have the repairs made.

7.3 GARBAGE ROOM & RECYCLING

The garbage area is continuing to become an area of concern. It seems many residents are just leaving their garbage on the ground and in some cases right at the doorway making it difficult for others to put away their garbage. In addition the area outside of the garbage room is continually being left in an untidy state. Garbage is also being placed in the recycling bins and the cardboard bins as opposed to the garbage bins.

Residents are reminded to please put your garbage and recycling in the appropriate containers and not to just leave it on the ground or the floor.

(8) ADJOURNMENT

There being no further business, the meeting adjourned at 8:32 p.m.

The next Strata Council Meeting will be held ***Wednesday, September 19, 2007 at 7:00 p.m.***

Frank (Woody) Wood
Strata Manager

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| <p>Please be advised you should retain copies of Council and General Meeting Minutes for a period of 2 years.</p> |
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