

Strata Plan VR 1591
Strata Annual General Council Meeting

<http://www.leicester.ca/>

Password for owner info only: contact Merry Meredith

FYI: Quorum for a Strata Council Meeting: 2 present, of the 4 members of the Strata Council for a meeting of the Council. For list of agenda items and order for Annual General Meeting, see below.

DATE Thursday Jan 26, 2017, 7:00pm, Laundry Room, 1545 W 13th

PRESENT Merry Meredith (304), Tom Heise, Shirley Heise (proxy) (201, 202, 205, 206, 302), Devon Gignac (203), Val Barrett/Roger F (102-proxy), Surinder Mahal (204-proxy), Tony Issa (305-proxy), Angelina Woof (301-proxy). Quorum has been met. Chair: Tom Heise. Approved minutes from Jan 28, 2016. (DG 1st, TH 2nd). Proof of Notice of Meeting given (MM). Agenda for meeting approved (DG 1st, MM 2nd). No decisions outstanding. **AGENDA: Budget, Insurance, Elect officers, then New Business: Capital Project for 2017, Unfinished Business, and Miscellaneous.**

ANNUAL GENERAL BUSINESS

- 1 Approve FINANCIAL STATEMENTS** for the year ended December 31st, 2016.
Discussion: Statement shows some minor variations in actual spending from 2016 Budget estimates: Coinomatic revenue up \$551, Janitorial (which includes gardener), underspent by \$1367, Repair/Maintenance underspent again by \$4400, but Exterior window repainting completed. Garbage collection overspent by \$800, and Water/Sewer up \$281, however Electricity and Gas were underspent by \$2200. Bank balance \$19,978, with \$11,916 in Contingency. (DG 1st, MM 2nd, approved)
- 2 Approve BUDGET FOR the year** ending December 31st, 2017. Discussion: 2.5% added to line items where needed, to allow for inflation. Healthy bank balance, so no maintenance increase needed. Unanimous (DG 1st, SM 2nd, approved)
- 3 Approve INSURANCE 2017 & APPRAISAL PROGRAM**
Renewal with Axis Insurance. \$055 for 2017, \$155 more than 2016, same coverage. Earthquake insurance offered at \$3000/year, declined (we have never had it). Appraisal program (Valuations West, 3 years, \$550) up for renewal. Motion to approve insurance & appraisal program. (DG 1st, MM 2nd, approved).
- 4 Vote for STRATA OFFICIALS, one year term: (approved)**
Tom Heise, President; Tony Issa, Vice-President; Merry Meredith, Secretary; Surinder Mahal, Council Member. Quorum would be 2 persons for legal meeting. Voted, (DG 1st, MM 2nd, approved).
- 5 DEPRECIATION REPORT Revision for 2016**
Revised by MM and posted to Website. When Financials finalized, revise for 2017.

NEW BUSINESS

- 1 Accomplish CAPITAL PROJECT 2017: Carpet Replacement**

DISCUSSION: Two companies gave quotes on carpet replacement, approx. \$15,000. Discussion: fund part from Contingency, part as Assessment, ie, \$8000 from Contingency, rest Assessment. Tom will coordinate reviewing quotes with suppliers, with plan to go ahead in April. (GD1st, SM2nd, approved).

- 2 **CORRESPONDENCE:** Request to Strata to breach exterior walls to add vents to suite. Discussion: Problems with envelope that could result; and controlling future requests. Unanimous: Request denied: (GD1st, SM2nd).

3 **MAINTENANCE UPDATE**

WINDOW WOODWORK PAINT RENEWAL: Done: however:

SILLS (some) on EAST SIDE: need to be replaced.

STUCCO REPAIR: area on east wall needs repair, then painting.

METAL GATES: Consider getting scraped and repainted.

SKYLIGHT, 3RD FLOOR: Check seal.

FRONT YARD MAINTENANCE: TH to look at renewing lawn

TILE BACK CEMENT STOOP: Put tile on cement step \$500 to retile, 45 sq ft, non-skid. (Approved 2014) TH to coordinate.

POWER WASHING: TH to arrange: Spring?

MOTION DETECTOR LIGHT NEAR SIDE FRONT: Install motion detector light near front gate, wire from first doorway? TH will get someone to do it.

BOILER ROOM DOOR: Lock needs attention. TH will deal with it.

ANNUAL BOILER INSPECTION: TH--Done, Fall 2016.

FRONT ENTRANCE: Door lettering repaired, Done MM

- 4 **NO SMOKING BYLAW DRAFT** Discussion: Difficulties of enforcement discussed. Draft approved in principle, with idea of setting guideline in place to encourage thoughtful behavior. Fine suggested as \$50 for 1st offense, \$100 for 2nd. Notice to go out to coordinate with next meeting.

MEETING TERMINATED AT 8:15PM.

NEXT MEETING: CARPET DISCUSSION MEETING & No Smoking BYLAW, Thursday March 30, 2017, 7pm, Laundry Room.

Agenda: Carpet quotes and assessment \$\$ (TH), vote on No Smoking bylaw.

Order of Business for an Annual General Meeting

- certify proxies • quorum? • elect chair • proof of Notice of Meeting
- approve agenda • approve minutes of last annual or special general meeting • deal with unfinished business • receive reports and decisions since last annual general meeting • ratify any new rules made by strata corporation • report on insurance coverage • review financial statement from previous year
- approve budget for coming year • deal with new business • elect a strata council • terminate meeting