

**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN LMS 4383  
THE MONDRIAN**

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Held on Monday, May 9, 2005 at 5:30 p.m.  
Within Unit #2503  
969 Richards Street, Vancouver, BC

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<b>COUNCIL IN ATTENDANCE:</b>	Jack Wolman	President
	David Rowan	Treasurer
	George Athanasopoulos	
	Craig Sinclair	
<b>REGRETS:</b>	Ross Allen	
<b>GUEST:</b>	Jack Warwick	
<b>SENIOR PROPERTY MANAGER:</b>	Kevin D. Green	Crosby Property Management Ltd.

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The meeting was called to order by the Strata Council President, Mr. Jack Wolman at 5:31 pm.

**GUEST BUSINESS**

There was no Guest Business

**CARETAKER BUSINESS**

The Resident Manager, Mr. Jack Warwick then appeared before the Strata Council upon request and provided a detailed written and verbal report.

The Strata Council then reviewed Mr. Warwick's report, paying specific attention to his hours of employment, janitorial duties, fire protection equipment, pest control, elevator repairs, light repairs, storage room adjustments and several recommendations as supplied by Jack himself.

At the end of this procedure, Mr. Warwick then thanked the Council and respectively left the meeting.

The Property Manager further provided the Strata Council with information noting that he had received several resumes with respect to onsite janitorial staff, would be reviewing them in the immediate future and performing interviews and further reporting back to the Strata Council at the June meeting.

**APPROVAL OF COUNCIL MEETING MINUTES**

There being no omissions or errors, it was moved/seconded to approve the Minutes of the Council Meeting held April 21, 2005 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

The Property Manager then introduced the financial statements for the months up to and including April 30, 2005 as previously distributed.

The Treasurer then noted he had reviewed the statements in detail and provided several questions to the Property Manager who had just recently provided documentation and answers to them respectively.

The Strata Council further discussed several issues with respect to the statements themselves, in relation to Insurance, the first and second mortgages, petty cash, repairs and maintenance, mechanical maintenance and other items with respect to General ledger account items.

Several instructions were then given to the Property Manager regarding appropriate re-coding and financial adjustments. It was noted that they would be attended to in the immediate future.

After further review, it was then moved/seconded to adopt the financial statements for the months up to and including April 30, 2005 as previously distributed. MOTION CARRIED.

a) Petty Cash

The Property Manager then referred the Strata Council to correspondence contained within the agenda, reconciling the past petty cash account. It was agreed that the petty cash would be limited to \$500.00

b) Owners' Arrears

**All owners are again reminded that strata fee arrears and arrears for any other monies owing to the Strata Corporation will result in their remotes and fobs being deactivated so access to the building and the underground parking area will not be permitted.**

**Any owners or residents who received recent letters hand delivered by the resident manager, with respect to the above, are kindly asked to ensure they contact the offices of Crosby Property Management Ltd to ensure that access to the building will still be permitted.**

**REPORT ON UNAPPROVED EXPENDITURES**

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

### **REPORT ON LITIGATION**

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

### **BUSINESS ARISING FROM PREVIOUS MINUTES**

a) Action List

The Property Manager along with the Strata Council then reviewed the most current action list.

Each item on the action list itself was reviewed on an individual basis and several instructions were then given to the Property Manager regarding future action.

b) Meeting Schedule

The Property Manager then referred the Strata Council to the most updated meeting schedule as contained within the agenda.

After a brief review, it was agreed all was in order.

c) Common Area Repairs

It was then noted that a quotation had been received for many of the common area repairs and improvements within both buildings. It was noted that additional quotations had been sought and this would be reviewed at the June Strata Council Meeting.

### **CORRESPONDENCE**

The Strata Council then reviewed several items of correspondence sent to or received to the date of the meeting.

The items of correspondence made reference to storage, the Resident Manager, the City of Vancouver, Bosa Development Corporation, towing charges and other items affecting the security and general maintenance of the common property.

All items of correspondence were then reviewed on an individual basis and it was agreed to respond to each item as directed by the Strata Council.

### **NEW BUSINESS**

a) Garbage Removal

The Property Manager then referred the Strata Council to a quotation which had been recently received from International Paper Products, regarding garbage and recycling removal.

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Paying specific attention to price, reliability of contractor, current contract in place and current funds being allocated and expended for this service, it was agreed to terminate the services of Canadian Waste effective immediately as able pursuant to their contract and hire International Paper Products at a reduced rate which was anticipated to save the Strata Corporation \$3,000.00 on an annual basis.

There being no further business, the meeting was adjourned at 7: 02 pm.

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Kevin D. Green  
Senior Property Manager  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office # (604) 683-8900 (24 Hours)  
www.crosbypm.com

**Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.**