

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

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Held on Monday, January 31, 2005 at 5:30 pm  
Within Unit #2503 at 969 Richards Street  
Vancouver, BC

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<b>COUNCIL IN ATTENDANCE:</b>	Jack Wolman David Rowan Ross Allen George Athanasopoulos Craig Sinclair	President Treasurer/Building Vice President
<b>GUESTS:</b>	Jack Warwick	Resident Manager
<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 5:30 pm.

**GUEST BUSINESS**

There was no guest business.

**RESIDENT MANAGER BUSINESS**

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

Mr. Warwick then discussed a number of issues with the Strata Council and further referred them to his report in relation to recent garage door repairs, mechanical repairs, hot water supply problems, real estate signs, sauna ventilation and remote registration.

The Strata Council then further questioned Mr. Warwick along with the Property Manager, on a number of building maintenance items and at the end of this procedure, Mr. Warwick then thanked the Strata Council and respectfully left the meeting.

The Strata Council then noted that some concerns had been provided to them and further confirmed by the Property Manager that some of the cleanliness and many of the areas within the building were not being attended to as they had been in the past.

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The Property Manager was kindly asked to speak with Jack Warwick and coordinate the concerns and provide them to Dutch Ethical Building Maintenance, who were providing the majority of the janitorial cleaning within the building and ensure that all areas were being attended to pursuant to Dutch's duties.

**APPROVAL OF COUNCIL MEETING MINUTES**

There being no errors or omission, it was moved/seconded to approve the Minutes of the Council Meeting held January 6, 2005 as circulated. MOTION CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

The Property Manager then introduced the financial statements for the months up to and including December 31, 2005 as previously distributed.

The Treasurer, Mr. Dave Rowan, then noted he had provided some enquiries to the Property Manager with respect to the above-noted financial statements, which had all been answered.

The Property Manager, along with the Strata Council, then paid specific attention to natural gas prices, the Petty Cash reconciliation, owner's arrears, mechanical maintenance, repairs and maintenance and other financial and General Ledger items.

After further review, it was then moved and seconded to adopt the financial statements for the months up to and including December 31, 2004 as previously distributed. MOTION CARRIED.

A. **Financial Procedures**

The Property Manager then confirmed that as directed by the Strata Council and as ordered, any and all invoices non-reoccurring, non-contracted and not previously approved above \$500.00 would be provided to the Strata Council for approval prior to being paid.

It was also noted that any and all expenditures on a monthly basis would be reported upon by the Treasurer and reviewed by the Strata Council as deemed necessary to ensure that Strata Corporation was working and spending funds within the Operating Budget at all times whenever possible.

**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**

The Strata Council, along with the Property Manager, then advised the Strata Council that the recent Settlement Conference that had been held for the Small Claims action commenced by the Strata Corporation against Colyvan had been settled positively with the Strata Council receiving reimbursement of all monies taken by Colyvan without authorization. The Strata Council noted this was excellent news and considered to be a successful venture.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

A) Action List

The Strata Council, along with the Property Manager, then reviewed the most current Action List on an item-by-item basis.

All items and general maintenance issues, along with legal, warranty and other repairs as required were reviewed.

The Action List itself was updated and the day-to-day duties and tasks to be attended to by the Property Manager, Resident Manager, specific Strata Council Members and other persons were adjusted as required.

The Property Manager noted that the Action List again would be reported upon at future Council Meetings and many items followed-up upon.

B) Dryer Vents

The Property Manager then referred the Strata Council to correspondence contained within the Agenda regarding past problems with respect to condensation in dryer vents at two specific units. In review of the reports and in review of additional information provided by the Property Manager, it was agreed to close this issue as it was not deemed an urgent basis and probably was unit specific.

C) Garage Door

The Strata Council then entered into a lengthy discussion regarding problems that were continuing to be experienced with the garage gates at the entrances to the underground parking area.

Referencing the approval given to the Strata Council by the owners at the past Annual General Meeting by way of a Special Levy and further referencing funds available within the Strata Corporation's Operating Budget for this repair, Strata Council agreed that it would be appropriate to replace the garage gate as soon as possible.

It was noted that several quotations had been tabled in the past. After careful review, council chose the option that best meets the building's needs.

In review of the above and considering all issues with respect to repairs, maintenance, annual maintenance, the actual gates themselves and other matters of this type, it was agreed to proceed with the quotation from Creative Door.

Owners are advised that a separate notice with respect to the installation of the garage gate will be posted and some inconvenience for a short period of time will be experienced but cannot be avoided.

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C) Elevator Tile Replacement

The Strata Council then further reviewed quotations for replacement of elevator tiles in both buildings.

Paying specific attention to price, reliability of contractor, previous work history and necessity of this project, it was agreed to proceed with the replacement of all of the elevator tiles in both buildings for a price of \$3,000.00 exclusive of GST. The Property Manager noted this would be attended to as soon as possible.

D) Elevator Maintenance

It was then brought to the attention of the Property Manager that the elevator lights, poor performance of the elevator and a general disorder of the elevator functioning and mechanical equipment were still occurring.

The Property Manager noted he would immediately, once again, speak with Theissen to have this corrected.

**CORRESPONDENCE**

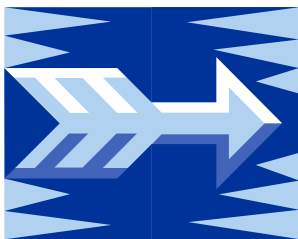
The Strata Council then reviewed several items of correspondence sent to or received to the date of the meeting.

The items of correspondence made reference to the elevators, towing and the condition of the interior common areas of the building.

The Property Manager was then kindly asked to send return correspondence to the specific units in question as directed and deemed necessary by the Strata Council.

**NEW BUSINESS**

A) Remote Registration



Owners are advised that approximately one-half (1/2) of the owners have responded with respect to the recent requirement to register all remotes and fobs within the building. Owners are advised that a separate notice will be sent to the offending persons and in the immediate future, and any owners who have not responded will have their remotes and fobs permanently deactivated.

Owners are kindly asked to govern themselves accordingly as entry to the building will not be permitted once the remotes and fobs are deactivated.

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B) Guest Suite Rental

A concern was then tabled with respect to the cost of renting the Guest Suite in Mondrian II. In relation to the cost of the Guest Suite in Mondrian I and the use/booking times of the Guest Suite in Mondrian II, it was then agreed to amend the Rules of the Strata Corporation effective immediately and lower the price of rental of the Guest Suite in the Mondrian II building to \$50.00.

Owners are advised that rental of the Guest Suite is still handled directly by contacting the Resident Manager, Jack Warwick, at his office telephone # 604-669-1879.

C) General Maintenance

A lengthy discussion then ensued regarding general maintenance of the common areas of the Strata Corporation.

Many verbal concerns, and also several written concerns, had been received by the Property Manager and the Strata Council regarding painting, carpet cleaning, minor repairs, costs for move-in / move-out and other maintenance, which would uphold the property value within the building and improve the aesthetic appearance of the common areas.

In review of the above, the Strata Council agreed with the comments being received and noted an appropriate list and scope of services would be prepared by the Strata Council in the immediate future, quoted upon and acted as able within the Strata Corporation's Operating Budget in the near future.

There being no further business, it was then moved and seconded to adjourn the meeting at 7:05 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.**