

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN VR 1691,  
THE SOMERSET, HELD ON TUESDAY, AUGUST 19<sup>th</sup>, 2008, AT 6:30 P.M., IN UNIT #106 –  
1147 NELSON STREET, VANCOUVER, B.C.**

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In Attendance:	Randy Atkinson	President	#102
	Loreya Montayne	Secretary	#203
	Steve Lemire		#103
	Jeanne Krabbendam		#106
	Drew Morritt		#302
Property Manager:	Marc Rothberg	The Wynford Group	
Regrets:	Susan Munroe	Vice-President	#105
	Shana Martin	Treasurer	#305

**1. CALL TO ORDER**

The Council President called the meeting to order at 6:37 p.m.

**2. MINUTES OF THE PREVIOUS MEETING**

It was **MOVED / SECONDED AND CARRIED** to approve the Minutes of the June 17<sup>th</sup>, 2008 Council meeting, as circulated.

**3. BUSINESS ARISING FROM MINUTES**

**A. Interior Decorating Project**

The project is nearly complete. The contractor expects the suite numbers and lobby cabinet to be complete by end of September.

**B. Annual Fire Inspection**

The fire inspection missed units / deficiency repairs have been scheduled with Fire-Pro for Thursday, September 4<sup>th</sup>, 2008. Access to some units will be required. Notices will be delivered in advance to affected units.

**C. Sewer Vent Cleaning**

Sewer vent cleaning has been scheduled with Milani Plumbing for Monday, August 25<sup>th</sup>, 2008. Notices have been posted around the building.

**D. Exterior Painting**

Council agreed to defer this item to discussion of hiring a maintenance person.

**4. NEW BUSINESS**

**A. Maintenance Person**

Council agreed to defer discussion of this and schedule a separate meeting to deal solely with this item. Council will make a final decision at the next regular Council meeting.

**B. Bike Theft**

A recent bike theft has occurred in the building. Residents are reminded to be vigilant and report any suspicious activity to the police. A Council member will look into the feasibility of installing secure bike racks in the garage area. The Property Manager will order more bike room keys from Devak Lock.

**C. Entrance Mats**

The front entrance mats have gone missing. Council agreed to replace them if they cannot be recovered.

**D. Carpets**

A carpet stain has been noted near Unit #207. The Property Manager will see if the janitorial service can remove it. If not, Council agreed to have a professional carpet cleaning company clean the second floor, or spot clean the stained area, if possible.

**E. Plant Watering**

It was noted that when Residents water plants on balconies, water runs down onto balconies below. Residents are reminded to be courteous to others and ensure water does not run down to other balconies, and to use drip trays under potted plants.

5. **FINANCIAL REPORT**

**A. Operating Statements**

Council agreed to defer approval of the financial statements, as the Treasurer was not in attendance.

**B. Receivables Report**

Council was presented with a receivables report. Any Owner in arrears will be sent account statements. Owners are reminded that Strata Fees are due and payable on or before the first day of each month.

6. **CORRESPONDENCE**

There was no correspondence discussed.

7. **MEETING TERMINATION**

There being no further business, the meeting was terminated at 7:15 p.m.

The next meeting is scheduled for **Monday, October 20<sup>th</sup>, 2008, at 6:30 p.m.**

<p><b>NOTE: PLEASE MAKE YOUR CHEQUES PAYABLE TO “STRATA PLAN VR 1691” AND ENSURE THAT YOUR UNIT NUMBER IS CLEARLY MARKED ON THE FACE OF EACH OF YOUR CHEQUES.</b></p>
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<p>Do you have a question regarding payment of your account? If so, please call 604-261-0285 and ask for Accounts Receivable.</p>
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**ATTENTION**

**Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.**

**THE WYNFORD GROUP OFFICE HOURS ARE 9:00 A.M. TO 5:00 P.M., MONDAY TO FRIDAY. FOR AFTER-HOUR EMERGENCIES ONLY, PLEASE CALL 604-261-0285, THEN PRESS "1" TO BE CONNECTED TO THE ANSWERING SERVICE.**

APPROVED \_\_\_\_\_  
BY  
COUNCIL: \_\_\_\_\_

DATE: \_\_\_\_\_

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