

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting
Wednesday, January 30, 2008

1. PRESENT:	Gordon Farrell Larry Makutra Corinne Inglis	Joanne Parkinson Carole Borthwick
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REGRETS: Tom Hargraves, Cheryl Jones

2. **CALL TO ORDER:** 7:07 PM

Grounds and Gardens Committee - Joanne & Carole

3. **ADOPTION OF MINUTES**

a. January 2, 2008 - Item 7. a. Should have read - delete the words "regarding a complaint". Approved as corrected.

4. **COMMITTEE REPORTS**

a. **Social** - Cards have been sent to a few owners who are ill.

b. **Grounds and Gardening**

Eleven replacement trees were planted the week of January 21st in accordance with The City of Richmond Bylaws and the planting schedule that was approved. A quotation has been received to redo the front of Building B this year. A second quotation will be obtained for the delivery of soil for these areas.

c. **Fire & Security**

1. Fire Plan and Fire Marshals - Urgent for all volunteers to be shown what to do in case the fire alarm is ringing - real fire or not.

In case of a real fire, someone needs to call the fire department as the fire panel and alarm system are not connected to the fire department.

2. Block Watch - Deferred until further notice

3. Security -

d. Maintenance

1. Council expects the retiling of the lobbies to commence late February or early March.
2. The repair of the wood windows and doors will commence shortly - weather permitting.
3. The eaves troughs have been cleaned. It has been too cold to clean the roof tops and roof drains - but once the temperature warms up this work will be completed.
4. We are continuing to use Steve for painting. He will be onsite shortly to provide touchup work.
5. The fire hydrant has been serviced.
6. Heavy duty door closers have been installed on the three front doors. The cost was \$275.00 per closer.
7. We received a letter from Terasen Gas advising that we had a small gas leak at 7531
8. RDH will be checking the remediation repair to see if this has solved the problem - however, one suite appears to have moisture in their drywall that requires repair as a result of this ongoing problem.

e. Shared Facilities

1. The court date relating to Shared Facilities is scheduled for Thursday and Friday February 7th & 8th, 2008.
2. The window coverings in the exercise room have been removed.
3. The cupboards in the exercise room have been repaired and will be painted with melamine paint shortly.
4. The handyman will be replacing the vanity/sink in the men's change room as it has suffered a lot of water damage through the years.
The council has approved a melamine counter top and will look into the cost of automatic faucets.
5. The kicked in door in the games room has been repaired. The broken door in the lounge has been removed and the broken bar fridge has been removed and thrown out.
6. The deadbolts in the games and exercise rooms have been changed to a new key.
7. Do we want to consider video surveillance for the games or exercise rooms? *Defer until the S F Agreement has been resolved.*
8. The exercise equipment has been assessed by the professionals.

How much money do we want to spend in this room? A lot of our equipment, including the pieces we bought recently, is not intended for commercial use. *Council approved compiling a survey asking owners if they would use the room and if so what equipment they would like to see in this room.*

Council also considered combining the exercise and games rooms into one room. Other possibilities were considered - but council will wait for the outcome of the SF Lawsuit before making any final decisions for the owners to consider.

9. Do we want new stickers for the pool tags issued this year? They would be custom made to reflect the property and suite #.
i.e. Unit 117 in Woodridge would be W117; Ashford would be A117; Cypress ABC would be C117 and Cypress D would be D117. *Council will wait for the outcome of the SF lawsuit before making any decisions.*
10. New signage will be posted at the pool this year as some of the lettering is wearing off the signs.

5. NEW BUSINESS

6. OLD BUSINESS

7. CORRESPONDENCE

Incoming

- a. Email received from an owner regarding use of the garburator in his unit that was installed and approved many years ago. *This is a grandfather situation and is okay.*
- b. Letter from a new owner requesting permission to proceed with interior renovations in their condo. *Interior renovations were approved - but any plumbing or electrical work must be carried out by certified professionals and copies of the invoices provided to the Cypress office.*
- c. Fax received from Northwest Waste advising that cardboard pickup is every second week on a Monday and garbage pickup is twice weekly on Mondays and Thursdays.

Outgoing

- a. Letter sent to Cypress D regarding their portion of servicing the fire hydrant on our common property.

- b. Letter sent to Northwest Waste requesting a schedule of garbage, cardboard pick up dates and confirmation of the renewal date of our contract.

8. FINANCIALS

Accounts Receivable.

- a. Accounts Receivable as of January 15th, 2008 is \$2,185.40

Parking	4 suites
Move In	2 suites
Locker	4 suite
Strata Fees	4 suites
Late Fees/Fines	7 suites
Other	3 suites

- b. October / November Financials - *approved with corrections to made in December.*
- c. Cypress November SF statement has been issued.
- d. Woodridge interim December SF statement has been received.

9. OTHER BUSINESS

1. An owner has a truck full of garbage bags accumulating in the parkade. The bags continue piling up month after month and are very unsightly. *Council requested a letter be sent to this owner.*
2. CHOA seminars are available for members to attend.
3. *Council approved setting up email invoices with BC Hydro, BC Gas and Telus - as they are time sensitive.*

10. E-MAIL VOTES

1. Council approved installing heavy duty closers on the three front doors as we have had issues with them closing properly due to the weight of the doors.
2. Council approved sending a letter to our legal counsel regarding an invoice received.
3. Council approved changing 110 to 220 to a suite provided a receipt was provided from the electrician who completed the work.
4. Council approved painting the cupboards in the exercise with a melamine paints as they are discolored and look bad.

5. Council approved a very durable counter top with no cupboards below to be installed in the men's change room.
6. An owner offered council their old dishwasher as a backup for the one in the lounge. Council declined but thanked the owner.

11. MEETING ADJOURNED: 8:30 PM

12. NEXT MEETING: Wednesday, February 27, 2008