

**Minutes**  
**THE STELLA NOVA**  
**BOARD OF DIRECTORS MEETING**  
Wednesday, October 24, 2012  
Owner's Lounge – Stella 1110- 11<sup>th</sup> Street SW  
6pm to 8:45pm

<b>Present:</b> Brian O'Neill Frank Meriwether Nathan Zacharias Rob Murray Ken MacAulay Wayne Trieu Kerry Fitzsimmons – Rancho Realty Evelyn Thompson- Rancho Realty	<b>Absent:</b> Tim Pollak
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1. Brian Called the meeting to order at 6:15pm October 24 , 2012

2. Approval of Minutes

2.1 Meeting Minutes of September 20, 2012

- *Frank moved to approve September 20, 2012 board meeting minutes, Wayne 2<sup>nd</sup>, Passed*

3. Financial Report

3.1 Acceptance September 2012 Financial Statements

- *Wayne moved to approve September, 2012 financial statements, 2<sup>nd</sup> by Nathan, Passed*

3.2 Accounts Receivable

- Stella Receivables are currently at \$9,567.21
- *Ken moved that 1805 Stella owner be given notice to pay by certified cheque on or before October 31, 2012 for the current arrears, and that the November condo fees are to be paid on or before November 15<sup>th</sup> 2012 by certified cheque and that the account must be current within 30 days or there will be no further notices provided before arrears are sent to the lawyer, 2<sup>nd</sup> by Wayne, Passed*
- *Wayne moved to have management implement forced accelerated payments, as available to Stella/Nova in the bylaws, on those unit owners that are chronically in late payment, 2<sup>nd</sup> Nathan, Passed*

- Nova Receivables are currently at \$108,103
- 2507 has indicated that \$50,000 will be paid from the home owners insurance company
- **Frank moved that units 608, unit 1008, and unit 1604 be taken to small claims court, 2<sup>nd</sup> by Wayne, passed**
- ***Nathan moved to instate a policy that only one notice be provided to owners for arrears, and subsequent to this that the condo association proceed within their rights to collect arrears immediately, 2<sup>nd</sup> Wayne, passed***
- ***Wayne moved that negotiations be entered into with Qualex landmark to transfer ownership of parking stall legal unit numbers 446, 457, 507, 517, 526, by way of a gift to Stella Nova Condominium Corporation, and that the board would consider foregoing the \$1,376.64 condo fee arrears in return, and in addition that the condo association will take over the future payment of taxes, 2<sup>nd</sup> by Ken, Passed***

### **3.3 Reserve Investments**

- Not currently any investments coming due for review

## **4. Correspondence**

### **4.1 Ratification of the email approval of the flooring request for 804 Stella**

- ***Wayne moved to accept the approval of the flooring request for 804 Stella, 2<sup>nd</sup> by Brian, Passed***

### **4.2 Ratification of the email pet approval request of the dog for 1601 Nova**

- ***Wayne moved to accept the email pet approval for 1601 Nova, 2<sup>nd</sup> by Brian, Passed***

### **4.3 Email from former Nova 1302 owner regarding water leak**

- Tenants had taken responsibility for two of three water previous water leak issues, however, the tenants insurance has decided not to cover the costs
- It was explained to the owner by Rancho Realty that an owner's insurance policy should be put in place prior to the third incident occurring, but no policy was ever obtained
- \$12,000 remains in trust at the lawyers from the sale of the property, payable to the condo association, but the former owner is asking via written notice that the condo association forgive this amount as he was a responsible owner through the duration of the ownership at Nova
- ***Wayne moved that the request be denied and that the \$12,000 be collected, 2<sup>nd</sup> Frank, Passed***

### **4.4 Request from 2402 Nova tenant for weekly use of the lounge at a large discount**

- All in attendance agreed not to approve the requested use at a discount

## 5. Old Business

### 5.1 Water leak 1604 Nova and 404 Nova cost recovery

- Discussed with the rest of accounts receivable

### 5.2 Morrison Hershfield elevator pit report dated September 19, 2012

- *Rob moved to approve the Morrison Hershfield elevator pit report dated September 19, 2012, Brian 2<sup>nd</sup>, Passed*

### 5.3 2502 Nova leakage

- The weather has gotten too cold for any repairs to the exterior and the EIFS to be repaired. Morrison Hershfield has recommended that we wait until spring when the weather cooperates, especially since issues have been known to occur only when it rains.

### 5.4 Stella 20<sup>th</sup> floor vibration noise

- The owner has decided that the vibration noise is a non issue after coming visiting the site to investigate in person

### 5.5 Storage locker update

- Rancho Realty has been receiving information from owners with information regarding their storage lockers. Info will continue to be collected, and records updated.

## 6. New/Other Business

### 6.1 Cavitations on recirculation lines at Nova

- Since September there have been a few instances of cavitations on the recirculation lines in the Nova building
- Rancho Realty is looking into any potential issues and will report to the board

### 6.2 Shower cartridges at Stella and Nova

- Manufacturer is going to give Stella/Nova necessary replacements for free, as it appears as though a life time warranty is in affect

### **6.3 Fire system repairs**

- Fire systems report was pushed ahead to the next meeting for discussion

### **6.4 Maintenance Personnel**

- The possibility of combining the salary units for assistant site manager and maintenance person or hiring a maintenance person with operator certificate/experience who could also fill in and assist Kerry-the site manager- as needed
- It was decided that Rancho will put out an advertisement as a feeler to see what kind of candidates present themselves

### **6.5 Management Agreement renewal**

- The new management agreement is being worked on with Rancho Realty in collaboration with the contract committee, and will be presented to the board when it is ready

## **7. Date, Time and Venue of Next Meeting(s)**

- 6 pm November 22, 2012
- December 13, 2012, Christmas Party
- 6pm January 24, 2013
- AGM 1<sup>st</sup> try January 31, 2013
- AGM 2<sup>nd</sup> try Potentially February 7, 2013

## **8. Adjournment**

- At 8:45pm October 24, 2012 Brian adjourned the meeting