

**LOCATION:**

Business Centre  
1239 West Georgia  
Vancouver, BC

**STRATA COUNCIL 2008-09**

**PRESIDENT**

Sue Wagner

**VICE-PRESIDENT**

Patricia Greenwood

**TREASURER**

Walter Pecora

**LANDSCAPING  
& BLDG. MTCE**

Rob Murray

**BYLAWS & RULES**

Tracy Wotten

**SPECIAL PROJECTS**

Vicki Cox

**COMMUNICATIONS  
& WEB SITE**

Russ Grabb

**STRATA MANAGER**

Leo Buonassisi

**BAYWEST MANAGEMENT  
300 - 1770 BURRARD ST.  
VANCOUVER, BC V6J 3G7**

Email : lbuonassisi@baywest.ca

Phone: 604-257-0325

Fax: 604-592-3686

Direct Line: 604-714-1522

**RESIDENT MANAGERS**

Suite: # 303

Vic & Aneta Hondru

Office: 604-408-1419

Cell: 604-307-4704

Fax : 604-608-1455

Pager: 604-645-9735

**CONCIERGE: 778-888-1185**

**www.venusongorgia.com**

**PRESENT:**

Sue Wagner  
Patricia Greenwood  
Walter Pecora  
Rob Murray  
Vicki Cox  
Tracy Wotten  
Russ Grabb

Vic and Aneta Hondru, Resident Managers

Leo Buonassisi, Strata Manager  
Baywest Management Corporation

**1. CALL TO ORDER**

The meeting was called to order by the council president at 6:40 pm.

The new resident managers were introduced to the council members. Vic and Aneta were welcomed to The Venus and council looks forward to their contribution to the maintenance of The Venus.

**2. ADOPTION OF PREVIOUS MINUTES**

It was moved and seconded to adopt the minutes of the December 10, 2008 Council Meeting.

MOTION CARRIED

**3. RESIDENT MANAGER'S REPORT**

Council reviewed the report as prepared by Phil and Sandra Morton. It was moved and seconded to accept the resident managers' report.

MOTION CARRIED

**4. STRATA MANAGER'S STATUS REPORT**

The strata manager provided a summary of correspondence to residents regarding fines, bylaw infractions, various invoices charged back to owners and other issues

- Bylaw infraction: Resident fined \$200 for excessive noise from Ballroom.
- Bylaw infraction: Resident fined \$100 for excessive noise from late night party.

- Meeting held with Fujitec to discuss elevator performance.
- Charge back to owner for repairs as a result of water leak which originated from within the unit.
- 6 insurance claims still active.

It was moved and seconded to accept the strata manager's report.

MOTION CARRIED

## **5. COUNCIL STATUS REPORTS**

### **5.1 PRESIDENT'S REPORT**

Sue Wagner reported that the past two months have been very busy with interviewing and hiring the new resident managers for the building. It involved revising the managers' list of duties, establishing a protocol for short-listing, interviewing, reference checking and offering the position to the most appropriate applicants. Sue thanked the council members who contributed their time to the hiring process in all its stages.

A significant amount of time was spent in meeting with the communication coordinator (Russ) and the strata manager (Leo) in developing, preparing and organizing the survey to owners.

The following were also noted:

- Cards of thanks sent to previous council members.
- The \$500 donation was made to the Vancouver Food Bank, as suggested by owners at the AGM.
- Christmas cards and gifts were distributed to the concierges and resident managers.
- Notices have been posted in the elevators regularly to keep residents informed of building activities.
- Many thanks to the residents who helped shovel during the recent heavy snowfall. Their contribution was greatly appreciated by everyone.
- Seems there is an appreciation by residents that the present council is much more involved in the operation of The Venus though their increased presence.
- Being called out to intervene or assist the concierges when bylaws and rule infractions are occurring.

### **5.2 VICE PRESIDENT'S REPORT**

Patricia Greenwood discussed with council various suggestions for a dinner with the past resident managers, Phil and Sandra. They have requested a small event so council agreed that only council members would attend a local restaurant with Phil and Sandra.

It was moved and seconded that the strata corporation would pay for Phil and Sandra's portion of the dinner. Strata council members will be responsible for their own bills.

MOTION CARRIED

### **5.3 LANDSCAPING & BUILDING REPORT**

A discussion ensued regarding the elevator performance. The Strata Manager reported on the meeting held with Fujitec on January 22. Both the speed of ascent and the door closing times were checked and all were within a few seconds of each other. One of the doors demonstrated intermittent problems in closing and Fujitec will follow up with further adjustments. The strata manager was asked to confirm that Fujitec does perform monthly maintenance and inform Rob Murray where the records are kept.

Rob Murray reported on his recent inspection of the building interior and exterior. Minor repairs will be completed and charged to the regular repair and maintenance categories of the budget while painting of the interior or exterior will form a major part of the building improvement budget. The following were noted:

- All counter tops were inspected and it was agreed that the front of the counters in both pool washrooms are to be replaced or repaired as soon as possible.
- The sauna cedar wall should be replaced as part of next year's budget
- The parkade membrane is starting to show excessive wear and is allowing water to pass through in some areas. This will be considered in future budgets.
- The back driveway needs to be resealed as was done over two years ago and should be completed in the spring.
- Exterior areas require painting. The strata manager will review areas with Rob.
- The leak by the parkade gate entrance requires investigation by a consultant for proper repair and should be arranged immediately.
- Information that the window washers and caulking repair company have obtained the necessary variance in order to utilize the anchors on the roof needs to be obtained and confirmed in writing.
- A quotation to replace the back enterphone should be obtained.

#### **5.4 BYLAWS & RULES REPORT**

Tracy Wotten reported she has been checking the visitor's parking regularly to assess if there are any abuses. Tracy will be recording cars and license plate numbers and those that are not legitimate visitors will be dealt with accordingly. Her inspection of the parkade also showed that, contrary to the strata bylaws, many residents use their parking stalls for storage. Further there are a number of vehicles extending into the driveway impeding the passage of other cars. Residents will be informed of any bylaw or rule infractions.

### **SAFETY REMINDER**

All residents are reminded for the safety of all, to slow down while driving in the parkade,

Notices will be posted reminding residents of the various bylaws and rules that affect the quality of everyday living in the Venus.

Issues around the use and misuse of the ballroom continue to be problematic. More clearly defined limitations of its use may be necessary and will be considered in future meetings. A discussion ensued regarding the enforcement of the strata's rules and bylaws. Council agreed that the concierges should play a more significant role in the enforcement of the rules and bylaws, not just report the infractions. Council and the strata manager have previously communicated with the concierge company regarding enforcement of bylaws and rules and it was agreed that further discussion is necessary..

#### **5.5 SPECIAL PROJECTS REPORT**

Vicki Cox reported on the water floods caused by the various unit washing machines. It would appear that there are more machines flooding than would be expected.. Various discussions with repairmen have not uncovered any clear reason why this is happening at The Venus. Vicki reported that the life span of the original washing machines is about ten years and owners should be considering replacing them soon. It was also noted that the rubber supply hoses should be replaced at least every 5 years and the metal braided hoses every 8 to10 years.

Council discussed what steps can be taken to reduce the number of these incidents. Council may consider an amendment to the bylaws requiring all owners to replace their original washing machines. In the interim, it was agreed that a letter will be drafted for distribution to all owners requesting that they replace their original washing machines to reduce the risk and frequency of these floods. A very favorable price has been obtained from a supplier of new equipment which will be forwarded to all owners.

The strata manager reported that the insurance company, to date, has not changed any of the insurance deductibles or premiums as a result of the recent "rash" of insurance claims. The manager has advised the insurance adjuster that the strata is taking steps to address the issue and has indicated that many owners have already replaced their original washing machines as a preventative measure.

## **5.6 COMMUNICATION REPORT**

Russ Grabb reported that owners and residents are very happy with the present web site for The Venus. The site is being updated regularly as notices and other information become available. Russ will investigate the possibility of making the site interactive.

## **6. FINANCIAL REPORT**

### **6.1 FINANCIAL STATEMENTS**

A detailed report of the Financial Statements to December 31, 2008 from treasurer, Walter Pecora, was reviewed by council. Walter reported that there were no irregularities and all financial issues are being dealt with properly. It was moved and seconded to accept the Financial Statements to December 31, 2008.

MOTION CARRIED

The treasurer provided council with a Cash Flow Statement for review. It was noted that although the bank balance is presently quite high (\$147,000) once all expenditures are realized as per the budget, the entire bank balance could be used up. Council agreed that the preparation of the Cash Flow Statement is not necessary every month and may be reviewed quarterly.

### **6.2 ACCOUNTS RECEIVABLE**

The Accounts Receivables were reviewed. It was noted that a large portion of the receivables is the \$10,000 insurance deductibles charged back to unit owners. There are presently 6 units with charge backs relating to insurance issues.

## **7. OLD BUSINESS**

### **7.1 STRATA QUESTIONNAIRE**

The questionnaire has been delivered or mailed to all strata unit owners at The Venus. Owners have been very responsive and numerous questionnaires returned. The responses will be tallied and collated on February 21. Requests for volunteers to help and scrutinize will be made closer to the date.

## **7.2 GUEST SUITE RENTALS DURING OLYMPICS**

Council members were generally in agreement that the guest suites should be made available for rent during the 2010 Olympics. Council discussed various options such as a lottery for owners or rental to an outside agency to maximize revenue for the entire strata. A final decision will be made at the next meeting.

## **8. CORRESPONDENCE**

### **8.1 POOL PARTY**

A resident has requested permission to have a "pool party" for a group of 8 year olds. Council denied the request as the rules are clear that "a maximum of two guests per suite is allowed." Council feels that there are sufficient party facilities in the building. The pool should be available for all residents during its operating hours.

## **9. NEW BUSINESS**

### **9.1 NEW RESIDENT MANAGERS**

The new resident managers will start full time February 1, 2009. Their days off will be Sunday and Monday. Their office numbers will remain the same but their email address will change. Once obtained, all contact information will be posted.

Residents are reminded that the concierges can still assist with moves and booking the elevator in the interim.

### **9.2 NOISE COMPLAINT PROTOCOL**

The strata manager and council discussed a procedure to follow when dealing with noise complaints. Some residents feel that fines are sometimes applied without warning or advising the resident of the problem. Council agreed, and after further discussion, the following steps will be followed when dealing with most noise complaints.

1. The strata manager will phone and talk to the resident of the unit against whom a complaint has been made.
2. A second noise complaint will result in a letter sent to the resident in the unit advising that further complaints will result in fines.
3. A third complaint will result in fines.

Council agreed that depending on the severity of the complaint, fines may be applied immediately.

### **9.3 CONCIERGE DUTIES**

Council were presented with a list of duties to be performed by the concierges while working. The job description requires review and revision. The president will, in consultation with other council

members, prepare a new document which will be presented at the next meeting. The strata manager was directed to set up a meeting with CMI to discuss various issues.

**10. NEXT MEETING DATE & ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:30 p.m. The next council meeting will be held Monday, March 9, 2009 at 6:30 pm.

*Please keep these minutes with your strata lot records. You will need to provide them to your realtor if you decide to sell your strata lot. There will be a charge for extra copies.*