

MINUTES OF THE MEETING
Strata Plan LMS0000 - "The Building"

HELD:	Tuesday, May 1, 20xx
PLACE:	In the Amenity Room at The Building, 1234 1st Street
COUNCIL IN ATTENDANCE:	Members of Council
ABSENT:	N/A
MANAGING AGENT:	John Smith of Property Management Company

CALL TO ORDER

The meeting was called to order at 7.00 PM, a quorum being present at that time.

ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES

It was MOVED/SECONDED that the minutes of the Strata Council meeting held Tuesday, January 31, 20xx be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MINUTES

Elevator Lobby - Carpet Replacement

Council has reviewed this item and decided that a good durable carpet should be installed. The Property Manager is requested to obtain quotes.

Awning Replacement

3 awnings will be replaced by the end of July

FINANCIAL REPORT

It was MOVED/SECONDED that the Financial statements for March 31, 20xx be adopted as circulated.

CARRIED

CORRESPONDENCE

An owner was sent notification of Bylaw violations and has not responded. Council agreed to levy fines to enforce the bylaws.

An owner has requested authorization to install hardwood floors in their strata lot. Council approved the request.

NEW BUSINESS

Janitorial Service

Council is seeking competitive quotes for janitorial services. The property manager will obtain three quotes for Council's review.

Storage

No items are permitted to be stored within a parking stall. Fire regulations state that only vehicles and trailers may be in the parkade. Items will be removed at the owner's expense.

Parkade Gates

Reminder to all residents to ensure the parkade gates completely close before proceeding.

ADJOURNMENT

There being no further business the meeting was adjourned at 8.14 pm.

The next Strata Council meeting is scheduled for Tuesday, July 3, 20xx.