

Qualicum Woods Owners' Committee Meeting Minutes
July 15, 2010

1. **Meeting called to order at 7:00 p.m.** Present: Chris Fudge, Michael L., Letitia C., Angela (manager)

2. **Minutes of June 17 meeting were approved.**

3. **Financial statements for year ending June 30 were examined and discussed.** Approval was given to make final payment for snow removal following repairs to damages. Three files have been forwarded to the legal department because of fees in arrears.

4. a) **Reserve Fund Study:** We have a very healthy operating budget and we may be able to increase contributions from the operating budget to the reserve fund in order to minimize any fee increase. More funds need to be set aside in reserve fund for pruning of trees. HST has to be taken into account but even so we will have a large surplus in the operating budget. We need to get a few quotes to seal cracks in parking lot and pathways in order to be able delay needing to resurface the parking lot. It's been a considerable amount of time since there has been a fee increase but we need wait for the results of the camera inspection to get the final numbers.

b) **Lighting:** Burned out bulb for parking lot will be replaced while we look at additional sample of outdoor fixtures at our August meeting.

c) **Landscaping:** Greenscape has completed the reseeding a second time but these areas need to be watered. We are concerned with grass being cut too often during draught conditions and grass around tree box being destroyed by mowing. We will meet with the contractor next week to clarify our expectations. For items not included in our contract we will be looking at other contractors to complete work. The dead bush at the end of the Cornell row will be replaced asap. Two different arbourists will be consulted re maintenance of mature trees on the common element. We will order a few trees from the City to replace ones that were diseased.

d) **Electrical connections:** For the sake of owners who have an electrical connection box on their property we will seek a legal opinion as to who bears responsibility for their maintenance. (Mike L. recused himself from any decision on this since he has one of these on his property. He was also not the one that prompted discussion on this issue.)

e) **Recycling:** The inspector monitored our paper bin for the past two weeks and came to the decision that we do not need a second pick up however if our bin is full before the next weekly pick up Angela will call for a second pick up at no extra charge.

f) Angela will contact 2 owners re their downspouts that are not properly placed.