

June 17, 2010 – Minutes
Qualicum Woods PII Owners' Cmte. Meeting

1. **Present:** Angela Del Giudice (manager), Chris Fudge, Michael Lewicki and Letitia Charbonneau. Meeting was called at 6 p.m.

2. **Minutes of April 7 meeting approved.** Draft of minutes of May AGM and president's report will be added to web site <http://www.qualicumwoods.ca/>

3. **Financial statement for year ending May 31 reviewed and approved.** Once we have final reserve fund study we will know if we're able to invest a portion of the reserve fund in order to get a better rate of return. Final payment to snow removal company hasn't been released yet as they have not yet repaired damage due to snow removal to our satisfaction. New landscaping company has not yet given us a quote for doing the repairs. Angela will get a quote from another company if necessary. Cost of any repair will be deducted from last payment for snow removal. Accounts receivable (unpaid monthly condo fee of \$82) are \$1,1134

4. Items for cmte.:

a) Reserve fund study: draft given to cmte to review but final report will include analysis of camera inspection of sewer lines.

b) Lighting: 3 fixtures in parking lot to be replaced with swivel type fixtures and soft white bulbs in order reduce light intrusion into units but maintain security in parking lot at a cost of \$1,220; light for the pathway entrance at Baseline and Cornell was approved at best price of \$1,990. (These were the best of three different estimates.)

c) Trees: trees in common areas have been inspected and dangerous branches dealt with. Many require extensive pruning. We need an arborist to do a new study and recommend what needs to be done. An annual plan will be developed for long-term care of all of the trees on the common areas. Maintenance of trees will be included in reserve fund study.

d) Electrical connections and identification numbers in parking area have been repaired

e) We have been charged an extra fee of \$100 for removal of extensive debris from unauthorized cutting of shrubs on common element; owners should refrain from any alteration of landscape elements in common area.

f) Recycling and garbage: Yet again we've had to pay to have items removed from the curb which the city does not pick up as part of garbage removal. Regarding paper recycling, the city inspector will be monitoring our location for the next 2 weeks and if he deems it appropriate we will get a second pick up per week at no extra charge.

g) Angela will do an inspection of the common area with the new landscaping company to ensure they are meeting all of our specifications re the grass, shrubs and maintenance of each row. The box around the tree continues to be a concern re plantings, leaking and erosion of soil into the storm sewer. The landscaping company will look into the leaking and planting solutions. The camera inspection of sewer lines will reveal any problems in that area.

5. Meeting adjourned at 8:30 p.m.

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