

PROPRIETORS OF STRATA PLAN #50

ANNUAL GENERAL MEETING  
Wednesday, 4<sup>th</sup> June, 2014 4:00 PM  
Messel Ballroom, Regent Palms

Meeting Attendees (Owners)

Nancy Vignola (NV)  
Carolyn Gable (CG)  
Lou Gentine (LG)  
Stan Partee (SP)  
Sue Partee (SPT)  
Susan Turcotte (SN)  
Barrie Romkey (BR)  
Lynn Romkey (LR)  
Tom Ashbarry (TA)  
Maureen Ashbarry (MA)  
Caroline Swart (CS)  
Anthony Dipierdomenico (AD)  
Wilma Dipierdomenico (WD)  
Catherine Caldwell (CC)  
Jay Murdoch (JM)  
Jay Baker (JB)  
David Hoffman (DH)  
Patty Simpson (PS)  
Erica Seidler (ES)

Board Members

Jim Nappo - Chairman (JN)  
Charles Dickson (CN)  
Pam Seidler (PS)  
Stan Hartling (SH)

Regent Representatives

Karen Whitt (KW) General Manager  
Tracy Mckenzie (TM)  
Patrick Van Hamme (PVH) Financial Controller  
Kyle M Smith (KS) Owner Relations Manager

1.00 Welcome and Greeting by the Chairman

- Introduction of board members and Owners in attendance at the AGM.

2.00 Establishment of Quorum

- Quorum has been established.

3.00 Approval of Minutes of the May 2013 Annual General Meeting

- CC stated there was no communication to owners on aspects of the Strata Board discussions. Requested that minutes be made available.
- CC discussed owners website, needs to be updated. KW to make adjustments.

3.00 Review of Financial Statements 2013 Final

- PVH provided financial statement summary.
- PVH expressed we had a break even in 2013.
- There were a few major changes to watersport contributions and maintenance revenue
- PVH expressed maintenance historically a difficult area to budget.
- CC inquired on Gym expenses, including subsidizing staff employed with an allocation of wages by strata.
- Management to provide additional information on CC inquiry.
- Karen provided clarity on the staff hours vs the allocation to strata.
- JN explained the splitting of various expenses with management and the advantage to strata.
- Cause of \$15 thousand over due to major water leak.
- JN expressed that a 3rd Party will be review the pool temporarily to ensure that chemicals are being applied properly.
- LG requested the strata balance sheet.
- JN express that these can be provided and also added to the website.

5.00 Review/update of Strata Budget 2014 YTD April

- PVH provided summary.
- JN expressed that maintenance is currently under budget due to high occupancy in the 1st quarter minimizing maintenance sufficient opportunity to access units.

6.00 Update on Maintenance/Capital Expenditure Works

6.01 HVAC Proposals

- JN expressed that it is time to seriously review the HVAC system at the resort.
- Consultants have provided solutions.
- New system proposals will offer better Energy management systems.
- JN suggest energy eye will be phased out as new HVAC system is introduced.
- JB inquired on working together with other resorts to get a better price on the systems.
- SH expressed that we want to move away from the cooling towers.
- SH outlined brief description of the potential new HVAC proposal.

- This project is large enough to receive a fair deal through negotiations.
- SH believes the new system will have a swift payback and lead to savings.
- LG inquired on whether or not it was a major reserve item. JN expressed that this will be figured out once the final cost are established.
- AD inquired on resorts that have begun implemented HVAC changes.
- SH confirmed Resorts such as Sands are.
- JB inquired on a time frame for providing additional HVAC details to the owner group.
- JN responded in approximately 6 months.
- AD inquired on the possibility of RET particularly Solar as a consideration for energy savings.
- JN explained the agreement for commercial entities with Fortis and their levels of consumption require to stay below the threshold.
- Recommendations for signs around the pool “Do not Run” signs.

#### 7.00 Election of the Executive Committee

- LG Suggested staggering the voting of the board, allowing a smoother transition of members.

Vote to decrease board members from 7 - 5

31- Yes

3 - No

Increase Term of Executive Board members from 1 to 2 years

32 - Yes

3 – No

The Strata Executive Board members for the next term are: Kelly Carr, Charles Dickson, Stan Hartling, Jim Nappo and Pamela Dash-Seidler.

KW thanked the Board members for their guidance and generous contribution of time to the Strata Board throughout the year.

#### 8.00 Financial Audit Results \_ Ryan Blain

- Introduction of Ryan Blain by the Chairman JN
- CC inquired on the financial audit and suggested that she would provide recommendations.
- JN the financial audit was a cumbersome process.
- JN stated that there would be research into software for additional integrity and reduction of human error.
- Ryan Blain explained the audit to Owners
- Out of 20 transactions there was 1 minor discrepancy.
- Procedures for large purchases and Capex were reviewed.
- LG inquired on items related to the reserve fund and the responsibilities for monitoring and measuring reserves.
- RB uncertain of the information new owners receiving. He suggest this is a due diligence requirement of the owners buying properties through their attorneys.

- JN stated that we are re-instituting the major reserve and establishing a 2% contingency into the budget.
- CC stated that the major reserve is not being provided to owners. PVH stated that the information is provided and it is the responsibility of the Owner and new purchaser to negotiate the transaction.
- RB expressed that Patrick's system is very detailed and organized.
- Management agreement structure incentivizes management for cost savings and good performance.
- LG inquired on what is considered a Major item vs. a regular CAPEX item.
- JB how much will we grow the major reserve to?
- JN and CD recommended \$1.5 million.

#### 9.00 Adjournment of Meeting

- Meeting adjourned at 5:30 pm

#### Refurbishment Update

- After the adjournment of the strata business meeting there was a brief discussion of the ongoing refurbishment project, and plans for implementation to occur this Fall so that we are ready for high-season.

Minutes recorded at the meeting and respectfully submitted by Kyle Smith, Owner Relations Manager.

END.