

October 26, 2020

The Members
Society Plan S0013626
Greentree Village Community Centre Association

Re: Annual General Meeting and Electronic Attendance Information Meeting

Dear Owners:

I am writing on behalf of the Board of the Greentree Village Community Centre Association.

As a result of the Covid-19 pandemic, holding the AGM as normal is not possible for larger communities such as ours due to social distancing and maximum size of gathering regulations.

Due to issues pertaining to controlling the accuracy of registration, and in particular validating proxies, along with an inability to have a precise vote (secret ballot) if need be, electronic attendance is not recommended.

The Board has discussed and approved the holding of the AGM as a proxy meeting as the best alternative available in order to comply with the government social distancing guidelines.

The Board will be hosting a conference call information meeting on **Wednesday November 4th** where owners are strongly encouraged to attend electronically to discuss the details of the Restricted Proxy Annual General Meeting. Owners' attendance at Information sessions this year has been high. The conference call will provide a forum for owners to review the Restricted Proxy Annual General Meeting notice package, ask questions, discuss concerns and put forward any suggestions and requests for the Board in advance of the Restricted Proxy Annual General Meeting.

PLEASE NOTE: No voting will take place during the conference call as voting is done at the Restricted Proxy AGM.

The information meeting will be held via zoom with telephone dial in option:

Meeting ID: 873 4243 4504

Password: 234085

Scheduled meeting time: November 4th, at 7:00pm.

BY PHONE: 778-907-2071

Meeting ID: 873 4243 4504

Password: 234085

For the AGM: Owners are again requested to refrain from attending the AGM in person.

The Owners Society Plan S0013626
October 21, 2020

A proxy meeting means that the Society is encouraging members to not attend the AGM in person but rather to issue their proxy to their designated board representative to attend the meeting on behalf of owners. A restricted proxy is used which would clearly establish the instructions to the proxy holder on how the owner wishes the proxy holder to vote on each resolution. By issuing proxies to a limited number of people, social distancing can be maintained for the health and safety of those attending. All votes will be conducted by ballot with copies of the proxy forms preserved to ensure there is supporting documentation for various resolutions.

It is important to note that every owner has the right to attend a meeting in person and to issue their proxy to the person of their choice, however, should too many people attend the meeting, and the capacity of the space (19 members) is exceeded, the additional members will be requested to complete the proxy and will not be admitted to the meeting due to COVID restrictions for the room size.

In light of the situation, the Board asks for your consideration and cooperation with conducting the AGM as a proxy meeting.

Sincerely yours,

STRATACO MANAGEMENT LTD.

A handwritten signature in black ink, appearing to read 'Carey Grandy', with a large, sweeping flourish at the end.

Carey Grandy,
Strata Manager

/cg

**TAKE NOTICE THAT THE ANNUAL GENERAL MEETING OF SOCIETY
PLAN S0013626, WILL BE HELD ON:**

DATE: THURSDAY, NOVEMBER 12, 2020

TIME: 6:30 PM (REGISTRATION AT 6:15 PM)

PLACE: THE LOUNGE
4295 GARDEN GROVE DRIVE
BURNABY, BC

An Agenda for the meeting and supporting documents are attached hereto. Please read this material prior to the meeting and bring it with you to the meeting for reference.

1. **PURPOSE:** The purpose of the meeting is to receive the Board reports; to receive the insurance certificate; to approve the 2020 operating budget, to approve and fund capital repairs, and to approve bylaw amendments.
2. **QUORUM:** In order to conduct business at this Annual General Meeting, at least 25 of the members entitled to vote must be present in person or by proxy. Failure to reach a quorum will result in the adjournment of the meeting and the meeting being reconvened in accordance with the bylaws of the Society.
3. **PROXIES:** An instrument appointing a proxy shall be in writing under the hand of his appointer or attorney. A proxy need not be a member.

/sg

ANNUAL GENERAL MEETING OF SOCIETY PLAN S0013626 TO BE HELD ON THURSDAY, NOVEMBER 12, 2020 AT 6:30 PM IN THE LOUNGE, 4295 GARDEN GROVE DRIVE, BURNABY, BC

AGENDA

1. CALL TO ORDER
2. CERTIFICATION OF PROXIES AND DISTRIBUTION OF VOTING CARDS
3. QUORUM REPORT
4. ELECTION OF CHAIRPERSON
5. APPROVAL OF AGENDA
6. MINUTES OF THE MEETING OF MARCH 28, 2019
7. BUSINESS ARISING FROM THE MINUTES
8. BOARD REPORT
9. INSURANCE – POLICY REVIEW SEE ATTACHED
10. FINANCE REPORT:
 - A) FINANCIAL STATEMENT TO DECEMBER 31, 2019 SEE ATTACHED
 - B) TRANSMITTAL LETTER SEE ATTACHED
 - C) 2020 OPERATING BUDGET SEE ATTACHED
 - D) BUDGET RESOLUTION – MAJORITY VOTE SEE ATTACHED
11. NEW BUSINESS:
 - A) CAPITAL REPAIRS – MAJORITY VOTE SEE ATTACHED
 - B) BYLAW REVISION – 2/3 VOTE RESOLUTION SEE ATTACHED
12. OTHER BUSINESS
13. ADJOURNMENT

PROXY APPOINTMENT

Street Address: _____

Strata Plan: _____ Strata Lot: _____

of Society Plan S0013626

I/We, _____ *[names]*,

the owner(s) of the strata lot described above, hereby appoint

_____ *[name of appointee]* to act as

my/our proxy to vote, for me/us on my/our behalf at the Annual General Meeting of The

Members, Society Plan S0013626 to be held on _____ . I/We instruct

the proxyholder to vote as follows:

Resolution	Yes	No	Abstain
Adoption of Agenda			
Minutes of the meeting of March 28, 2019 – for approval			
Resolution #1 – Budget Resolution – Majority Vote			
Resolution #2 – Capital Repairs – Majority Vote			
Resolution #3 – Bylaw Amendments – 2/3 Vote Resolution			

Date: _____

Signature of Owner

Signature of Other Owner (if more than one)

Greentree Village Community Centre Assn. - Strata Plan GVCCA

Balance Sheet (Cash)

December 2019

(Unaudited)

December 2019

Cash		ASSETS	
1050	Petty Cash		\$229.26
1100	Royal Bank - Chequing Account		\$62,244.76
1110	Royal Bank - CRF Savings Account		\$183,705.02
1300	Accounts Receivable		\$984.00
1310	Receivable Other		\$328.00
1326	A/R Previous Management		\$0.00
1400	Prepaid Insurance		\$3,141.32
TOTAL ASSETS			<u>\$250,632.36</u>
Liabilities		LIABILITIES	
2100	Accounts Payable		\$4,789.83
2119	A/P Previous Management		\$0.00
2120	Accrued Liabilities		\$0.00
			<u>\$4,789.83</u>
OPERATING SURPLUS NET INCOME (DEFICIT)		OWNER'S EQUITY	\$62,137.51
RESERVES			\$183,705.02
			<u>\$245,842.53</u>
TOTAL LIABILITIES AND EQUITY			<u><u>\$250,632.36</u></u>

Greentree Village Community Centre Assn. - Strata Plan GVCCA
 Financial Statement of Receipts and Disbursements
 For the 12 Months Ended December 31, 2019
 (Unaudited)

	December 2019	December 2019 Year To Date Actual	Annual Budget	Remaining Budget
RECEIPTS				
Receipts				
3350 Chequing Account Interest	\$110.72	\$1,242.69	\$750.00	\$492.69
3360 CRF Savings Account Interest	\$293.96	\$3,548.22	\$700.00	\$2,848.22
3400 Strata Fees — <i>MEMBERSHIP FEES</i>	\$14,227.00	\$176,894.00	\$164,820.00	\$12,074.00
3430 Single Family	\$0.00	\$0.00	\$4,250.00	(\$4,250.00)
3500 Rental - Common Facilities	\$0.00	\$84,860.00	\$28,400.00	\$56,460.00
3708 Key Sale	\$50.00	\$900.00	\$1,000.00	(\$100.00)
3713 Lounge Rental	\$0.00	\$0.00	\$2,250.00	(\$2,250.00)
3720 Transmitter Sales	\$0.00	\$150.00	\$100.00	\$50.00
3750 Recreation Centre Fees	\$850.00	\$7,925.00	\$1,200.00	\$6,725.00
3900 Surplus Carry Forward	\$2,250.00	\$27,000.00	\$28,517.45	(\$1,517.45)
TOTAL RECEIPTS	\$17,781.68	\$302,519.91	\$231,987.45	\$70,532.46

EXPENDITURES

General				
4100 Audit			\$6,000.00	(\$6,000.00)
4300 Insurance	\$785.33	\$9,351.04	\$6,250.00	\$3,101.04
4400 Management Fees	\$1,890.00	\$22,680.00	\$22,680.00	\$0.00
4500 Strata Property Taxes		\$556.79	\$0.00	\$556.79
4550 Wages- Caretaker	\$6,451.30	\$65,241.82	\$62,000.00	\$3,241.82
4650 Legal		\$365.15		\$365.15
4730 Records Storage		\$52.50		\$52.50
4750 Postage & Photocopy Charges	\$12.34	\$2,071.47	\$1,850.00	\$221.47
4850 Bank Charges	\$13.72	\$167.22	\$200.00	(\$32.78)
4870 Social Club			\$500.00	(\$500.00)
4931 Website			\$150.00	(\$150.00)
4940 Real Estate Council Review		\$278.25		\$278.25
TOTAL GENERAL EXPENDITURES	\$9,152.69	\$100,764.24	\$99,630.00	\$1,134.24

Greentree Village Community Centre Assn. - Strata Plan GVCCA
 Financial Statement of Receipts and Disbursements
 For the 12 Months Ended December 31, 2019
 (Unaudited)

	December 2019	December 2019 Year To Date Actual	Annual Budget	Remaining Budget
Building				
5080 Fire Protection Equipment		\$1,299.76		\$1,299.76
5090 Fire Panel Monitoring			\$1,000.00	(\$1,000.00)
5091 Fire Alarm Monitoring			\$250.00	(\$250.00)
5100 Plumbing Repairs	\$197.40	\$4,202.10		\$4,202.10
5111 Mechanical R & M			\$3,500.00	(\$3,500.00)
5120 Boiler & Mechanical	\$372.75	\$4,679.40		\$4,679.40
5130 Electrical Maintenance		\$23,082.63	\$20,000.00	\$3,082.63
5200 Electricity	\$1,540.26	\$7,698.62	\$11,500.00	(\$3,801.38)
5240 Extermination	\$694.61	\$1,245.89	\$1,200.00	\$45.89
5320 General Maintenance		\$43,227.98	\$45,082.45	(\$1,854.47)
5400 Heating Fuel	\$3,420.85	\$13,469.23	\$11,500.00	\$1,969.23
5480 Security Improvement		\$92.27		\$92.27
5490 Cablevision		\$0.00		\$0.00
5520 Telephone / Pager	\$166.20	\$2,419.44	\$2,200.00	\$219.44
5600 Locks & Keys		\$327.46		\$327.46
5720 Repairs- Interior		\$761.25		\$761.25
5760 Refuse Removal		\$1,051.74		\$1,051.74
5840 Supplies	\$1,376.20	\$3,564.84	\$2,800.00	\$764.84
5880 Water/Sewer		\$2,688.74	\$5,000.00	(\$2,311.26)
5970 Dryer Vent			\$1,325.00	(\$1,325.00)
TOTAL BUILDING EXPENDITURES	\$7,768.27	\$109,811.35	\$105,357.45	\$4,453.90

Greentree Village Community Centre Assn. - Strata Plan GVCCA
 Financial Statement of Receipts and Disbursements
 For the 12 Months Ended December 31, 2019
 (Unaudited)

	December 2019	December 2019 Year To Date Actual	Annual Budget	Remaining Budget
Grounds				
6500 Landscaping	\$292.95	\$2,925.55	\$3,000.00	(\$74.45)
6800 Snow Removal		\$315.00	\$2,500.00	(\$2,185.00)
TOTAL GROUNDS EXPENDITURES	<u>\$292.95</u>	<u>\$3,240.55</u>	<u>\$5,500.00</u>	<u>(\$2,259.45)</u>
Recreational Facilities				
7000 RECREATIONAL FACILITIES				
7100 Chemicals	\$683.28	\$6,691.06	\$5,000.00	\$1,691.06
7200 Equipment		\$2,709.00	\$500.00	\$2,209.00
7410 Pool Maintenance	\$1,625.00	\$10,884.53	\$15,000.00	(\$4,115.47)
7620 Exercise Room Maintenance			\$1,000.00	(\$1,000.00)
TOTAL RECREATIONAL FACILITIES EXPENDITURES	<u>\$2,308.28</u>	<u>\$20,284.59</u>	<u>\$21,500.00</u>	<u>(\$1,215.41)</u>

Greentree Village Community Centre Assn. - Strata Plan GVCCA
 Financial Statement of Receipts and Disbursements
 For the 12 Months Ended December 31, 2019
 (Unaudited)

	December 2019	December 2019 Year-To Date Actual	Annual Budget	Remaining Budget
Improvement Projects				
8000 IMPROVEMENT PROJECTS				
TOTAL IMPROVEMENT PROJECTS				
Financing				
8099 FINANCING				
TOTAL FINANCING				
TOTAL EXPENDITURES	\$19,522.19	\$234,100.73	\$231,987.45	\$2,113.28
RECEIPTS IN EXCESS OF DISBURSEMENTS	(\$1,740.51)	\$68,419.18	\$0.00	\$68,419.18

Greentree Village Community Centre Assn. - Strata Plan GVCCA
 Financial Statement of Receipts and Disbursements
 For the 12 Months Ended December 31, 2019
 (Unaudited)

	December 2019	December 2019 Year To Date Actual	Annual Budget	Remaining Budget
Reserves				
0310 Interest Reserve	\$293.96	\$3,548.22		\$3,548.22
0320 Contingency Fund				
TOTAL RESERVES	<u>\$293.96</u>	<u>\$3,548.22</u>		<u>\$3,548.22</u>
NET OPERATING SURPLUS (DEFICIT)	<u>(\$2,034.47)</u>	<u>\$64,870.96</u>	<u>\$0.00</u>	<u>\$64,870.96</u>

Greentree Village Community Centre Assn. - Strata Plan GVCCA
Statement of Operating Surplus (Deficit)
December 2019
(Unaudited)

	December 2019
Operating Surplus (Deficit) - Beginning of Year	\$28,517.45
Surplus Carried Forward	
Adjustments / Corrections	(\$31,250.90)
Surplus to CRF	
Receipts in excess of Disbursements	\$68,419.18
Reserve Transfers	(\$3,548.22)
Operating Surplus (Deficit) - End of Period	\$62,137.51

Greentree Village Community Centre Assn. - Strata Plan GVCCA
Statement of Reserves
December 2019
(Unaudited)

Opening Reserves	
9320 Contingency	\$795.58
9330 HVAC Replacement	\$159,200.08
9331 Pool Deck Replacement	\$20,161.14
	\$180,156.80
Current Year Reserve Transactions	
9610 Interest Reserve	\$3,548.22
9630 HVAC Replacement	\$0.00
9631 Pool Deck Replacement	\$0.00
	\$3,548.22
Closing Reserves	
Contingency	\$795.58
HVAC Replacement	\$159,200.08
Interest Reserve	\$3,548.22
Pool Deck Replacement	\$20,161.14
	\$183,705.02

October 26, 2020

The Members
Society Plan S0013626
Greentree Village Community Centre Association

Re: Finance Report

Dear Members:

On behalf of the Board, we are pleased to present the Finance Report for Society Plan S0013626, which includes:

- ⇒ a summary of performance over the past fiscal year
- ⇒ an explanation of the operating expenses proposed for the ensuing fiscal year

Past Fiscal Year

We attach for your information a copy of the unaudited balance sheet for the Society to the period ending December 31, 2019. The Society has ended the fiscal year with a \$62,000.00 operating surplus.

The operating surplus for the fiscal year concluding will be carried forward to contribute towards maintenance costs.

2020 Proposed Operating Expenses

The budget attached hereto reflects the anticipated operating expenses for the ensuing fiscal year estimated at \$231,987.45. The allocations in certain accounts have changed where we are aware of changes in contract prices or the costs of service. The individual line items contained within the budget will identify the purpose of the expenditure. **There has been no increase in membership fees for 2020.**

Within the proposed operating expenses, we would like to specifically highlight the following accounts:

- Rec Centre Rentals – In light of the COVID-19 closure of the pool facility we are projecting a significant reduction in pool rental income for the 2020 fiscal year.
- Audit Expense – the Board completed a review engagement of the 2018 fiscal year, and has approved the same for the 2019 fiscal year.
- Staff Wages – this line item has been reduced to reflect the extended closure of the community center and associated reduction in staffing costs.
- Janitorial Service – this account has been established to reflect the retention of a 3rd party janitorial contractor to increase the cleaning time spent on site.
- Legal/Consulting Fees – these accounts have been established to reflect expected costs for engineering investigations, and legal assistance with a bylaw review and liability waiver.
- Landscape Improvements – this account has been established for general landscape upgrades around the community center.

The Board has worked to present a budget that contains adequate funding for the repair and maintenance needs of the Community Centre while attempting to control any increase in costs.

Respectfully,

Society Plan S0013626 Board of Directors

October 26, 2020

The Members
Society Plan S0013626
Greentree Village Community Centre Association

Re: Capital Upgrades & Repairs

Dear Members:

Over the past several months the Board of the Greentree Village Community Centre Association has held information sessions, distributed additional supplemental information, and circulated a survey with respect to the required phase 1 repairs to the community centre.

Below please find a resolution which will approve a special assessment for the purpose of completing the Phase 1 repairs. The resolution contains the allocation of costs between the member Strata Corporations, as well as the proposed payment periods.

Respectfully,

Society Plan S0013626 Board of Directors

SOCIETY PLAN S0013626

SPECIAL RESOLUTION TO APPROVE AND FUND REPAIRS

ORDINARY RESOLUTION (MAJORITY VOTE)

BE IT RESOLVED BY ORDINARY RESOLUTION THAT the Members of the Greentree Village Community Centre Association (Society Plan S0013626) approve the completion of Phase 1 of the required repairs to 4295 Garden Grove Drive, Burnaby, BC ("**The Repairs**") for a total cost of \$831,377.01 and agree to fund **The Repairs** with a special assessment due and payable by the Members of record as at November 12, 2020, in accordance with the allocation of fees outlined in Society Bylaw 7(d) as follows:

- NW 194 – (72/335) * \$831,377.01 = **\$178,684.01**
- NW 208 – (40/335) * \$831,377.01 = **\$99,268.90**
- NW 310 - (85/335) * \$831,377.01 = **\$210,946.41**
- NW 440 – (62/335) * \$831,377.01 = **\$153,866.79**
- NW 603 – (76/335) * \$831,377.01 = **\$188,610.00**

BE IT FURTHER RESOLVED THAT the Members of the Greentree Village Community Centre Association (Society Plan S0013626) approve the payment of the above amounts in Six (6) equal installments due February 1, March 1, April 1, May 1, June 1, and July 1, 2021

BE IT FURTHER RESOLVED THAT the Members of the Greentree Village Community Centre Association (Society Plan S0013626) approve the Board to temporarily borrow up to \$150,000 from the Society's savings account to cover any initial project costs that may incurred prior to the February 1, 2021 payment with any borrowed funds to be returned in full to the savings account within 55 days of the completion of the repairs.

BE IT FURTHER RESOLVED THAT the Members of the Greentree Village Community Centre Association (Society Plan S0013626) instruct the Board to refund any special assessment surplus funds to the member strata corporations, using the same formula for calculating their respective contributions, within 120 days of the expiration of any Builder's Lien Act holdback periods

October 26, 2020

The Members
Society Plan S0013626
Greentree Village Community Centre Association

Re: Bylaw Update

Dear Members:

Over the past year the Board has worked to update the Bylaws of the Greentree Village Community Centre Association. Those revised Bylaws are included with this package as "Schedule A" for your review and consideration at the Annual General Meeting.

Respectfully,

Society Plan S0013626 Board of Directors

SOCIETY PLAN S0013626

SPECIAL RESOLUTION TO AMEND BYLAWS

SPECIAL RESOLUTION (2/3 VOTING THRESHOLD)

BE IT RESOLVED BY SPECIAL RESOLUTION THAT the Bylaws of the Society be amended by deleting the existing Bylaws and replacing them with the attached Bylaws (Schedule A).

SCHEDULE A

PROPOSED BYLAWS

Schedule "A"
SOCIETIES ACT
BYLAWS OF
GREENTREE VILLAGE COMMUNITY CENTRE ASSOCIATION

Part 1 — Definitions And Interpretation

- 1.1 In these Bylaws, unless the context otherwise requires,
- a) "Community Centre" or "Community Center" means the Greentree Village Community Centre;
 - b) "Directors" or "Board" means the Directors of the Society for the time being;
 - c) "Society Act" means the Society Act of the Province of British Columbia from time to time in force and all amendments to it;
 - d) "Registered Address" of a member means that member's address as recorded in the register of members;
 - e) "Bylaws" means these Bylaws as altered from time to time;
 - f) Words importing the singular include the plural and vice versa.

Definitions In Act Apply

- 1.2 The definitions in the Act apply to these Bylaws.

Conflict With Act Or Regulations

- 1.3 If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.

Part 2 — Members

Application For Membership

- 2.1.a. There shall be four classes of membership in the Society:
- i. Strata Corporation Membership – A non-voting membership for strata corporations created pursuant to the Condominium Act of British Columbia;

- ii. Personal Membership – A non-voting membership for individuals who own detached dwellings in Greentree Village or who own lots in the Owners Strata Plan LMS 2165, provided that only one membership shall be granted in respect of any such dwelling or strata lot;
 - iii. Regular Membership - A voting membership for individuals who own strata lots in Strata Corporation Memberships, provided that only one membership shall be granted in respect of any such strata lot; and,
 - iv. Special Membership - A non-voting membership for individuals who are not Regular or Personal Members.
- 2.1.b. The members of the Society are the applications for incorporation of the Society, and those persons who subsequently have become members, in accordance with these Bylaws and, in either case, have not ceased to be members.
- 2.1.c. A person or strata corporation may apply to the Directors for membership in the Society and on acceptance by the Directors shall be a member, provided that Directors shall admit the following:
- i. The Owners Strata Plan N.W. 194, the Owners Strata Plan N.W. 208, the Owners Strata Plan N.W. 603, the Owners Strata Plan N.W. 310, the Owners Strata Plan N.W. 440 and no other strata corporations as Strata Members;
 - ii. Each owner of a detached dwelling located in Greentree Village, or each owner of a lot in Owners Strata Plan LMS 2165 as a Personal Member, provided that only one membership shall be granted in respect of each such detached dwelling or strata lot;
 - iii. An owner of each strata lot in a strata corporation that is a Strata Corporation Member, provided that only one membership shall be granted in respect of each such strata lot; and,
 - iv. Special Membership as approved by the Directors at any time during the year, but such membership shall expire on the 31st day of December of the year in which it was granted. The number of Special Members admitted may be re-established from time to time as the Directors see fit.

Duties Of Member

- 2.2.a. Every member shall uphold the Constitution and comply with these Bylaws.
- 2.2.b. Membership is non-transferable.

Amount Of Membership Dues

- 2.3.a. The fiscal year of the Society shall be from January 1 to December 31. The Directors shall, not less than fourteen (14) days before the annual general meeting, deliver a copy, for approval by the Strata Corporation and Regular Members, of the budget setting forth the anticipated expenses of the Society for the next fiscal year and the anticipated income of the Society from sources other than membership fees. The budget shall include all costs properly attributable in accordance with generally accepted accounting practice, to the operation, control and maintenance of the Community Centre, including without restricting the generality of the foregoing:
- i. such insurance as the Society may affect against public liability and property damage and other casualties properly insured against, including boiler, fire and extended coverage with respect to buildings and the Community Centre;
 - ii. repairs and replacement to, and maintenance and operation of, the Community Centre;
 - iii. all furnishings;
 - iv. policing and supervision;
 - v. management;
 - vi. salaries of the Community Centre staff including contributions toward usual fringe benefits, unemployment insurance and other contributions toward usual fringe benefits;
 - vii. heating and air conditioning, if any;
 - viii. taxes;
 - ix. licenses;
 - x. amounts necessary to establish a reserve fund for contingencies or capital items in such amounts as the Directors may consider reasonable, necessary and appropriate; and,
 - xi. other similar costs and all other taxes, utilities and proper costs properly attributable to the Community Centre.
- 2.3.b. Not less than fourteen (14) days before the annual general meeting, the Directors shall deliver a copy of the proposed budget to each Strata Corporation Member and each Regular Member.
- 2.3.c. For the purposes of the Bylaw, "Total Membership" for a fiscal year means the sum of three hundred and thirty five (335), which is the total of Regular Members, and "Total Expenses" for the fiscal year means the total anticipated expenses of the Society determined in accordance with paragraph 2.3.a. with the deduction of anticipated income from Personal and Special Members fees and other sources.
- 2.3.d. The Strata Corporation Membership shall pay annual membership fees to the Society for each fiscal year as follows:

- i. The Owners, Strata Plan N. W. 194 shall pay that portion of the Total Expenses for each fiscal year as shown on the budget approved by the members which has as its numerator 72 and its denominator the Total Membership for that fiscal year;
 - ii. The Owners Strata Plan N.W. 208 shall pay that portion of the Total Expenses for each fiscal year as shown on the budget approved by the members which has as its numerator 40 and its denominator the Total Membership for that fiscal year;
 - iii. The Owners Strata Plan N.W 310 shall pay that portion of the Total Expenses for each fiscal year as shown on the budget approved by the members which has as its numerator 85 and its denominator the Total Membership for that fiscal year;
 - iv. The Owners Strata Plan N.W. 440 shall pay that portion of the Total Expenses for each fiscal year as shown on the budget approved by the members which has as its numerator 62 and its denominator the Total Membership for that fiscal year; and
 - v. The Owners Strata Plan N.W. 603 shall pay that portion of the Total Expenses for each fiscal year as shown on the budget approved by the members which has as its numerator 76 and as its denominator the Total Membership for the fiscal year.
- 2.3.e. Each Personal Member shall pay a fee prescribed by the Directors and such fee shall not be less than the fee payable by Regular Members.
- 2.3.f. Each Special Member shall pay a fee prescribed by the Directors and such fee shall not be less than the fee payable by Regular Members.
- 2.3.g. The membership fees payable as aforesaid shall be paid by the members to the Society in 12 equal consecutive monthly installments commencing on the first day of January in each fiscal year and continuing on the first day of each and every month thereafter during the fiscal year.
- 2.3.h. During any fiscal year, the Directors, in extraordinary circumstances, shall call an extraordinary general meeting to propose, by ordinary resolution, special assessments, in excess of five (5%) of the total annual budgeted expenditures, to meet:
- i. any unexpected costs necessary to the immediate or emergent safekeeping of the Community Centre; or,
 - ii. any expenses necessary to comply with law or governmental regulations.

Special Assessments shall be paid by Strata Corporation Members in the same proportions as are the regular membership fees provided in Bylaw 2.3.d. The Directors shall give immediate notice of any special assessment to each Strata Corporation Member specifying a date for payment which shall not be earlier than forty-five (45) days after the date upon which such notice is given. Special Members and Personal Members are exempt from special assessments.

Member Not In Good Standing

- 2.4.a. A member shall be deemed not to be in good standing under the following circumstances:
- i. a Strata Corporation Member shall not be in good standing if it fails to pay membership fees or special assessments or fines in accordance with these Bylaws. If a Strata Corporation Member is not in good standing, all Regular Members who own strata lots in the Strata Corporation Member shall also not be in good standing;
 - ii. a Personal Member shall not be in good standing if such member fails to pay membership fees or fines in accordance with these Bylaws; and,
 - iii. a Regular Member shall not be in good standing if the Strata Corporation Member in which such member owns a strata lot is not in good standing or if such member is in default of payment of all or any portion of payments for common expenses, penalties, fines or other sums due by such member to the Strata Corporation Member, and such default has been verified by the delivery to the Directors of a written statement signed by two members of the council of the Strata Corporation Member or written notice from the management agent of the Strata Corporation Member.

2.4.b. The Directors may, in their discretion, suspend the rights of any member to participate in the affairs of the Society including the right to use the Community Centre by such member and all persons claiming under the auspices of such member if:

- i. the member commits a breach of these Bylaws or any regulations made hereunder; or,
- ii. the member is not in good standing.

The Directors shall suspend such rights of a Regular Member if a Strata Corporation Member in which such member owns a strata lot delivers to the Directors a written statement signed by two members of the Strata Council verifying that the Regular Member is in default of payment of all or any portion of payments for common expenses, penalties, or other sums due by the Regular Member to the Strata Corporation Member, in which case such suspension shall remain in effect until all such sums are paid. In all other cases, the period of suspension shall be at the discretion of the Directors.

2.4.c. No Regular or Strata Corporation Member may be expelled from the Society. Personal Members shall cease to be members of the Society upon giving notice in writing to the Society that they wish to cease to be members of the Society. Special Members shall cease to be members on the 31st day of December of the year in which their Special Membership was granted. The membership of all Strata Corporation Members, and Regular Members shall cease only upon the dissolution or winding up of the Society.

2.4.d. The Directors may, on or about September 30th of each year, levy a fine on members who are not in good standing. Such fine shall be assessed at the rate charged by the Royal Bank of Canada to its large private commercial customers in the Province of British Columbia together with two (2%) percent per annum, to be calculated monthly, not in advance, on the balance outstanding on the member's assessment account. A member shall not be reinstated as a member

in good standing unless and until all outstanding membership fees, special assessments and fines have been paid.

- 2.4.e. Every member in good standing is entitled to have guests use the recreational facilities of the Society subject to reasonable rules and regulations as to such use as the Directors may from time to time establish.
- 2.4.f. Each Personal Member in good standing and each Regular Member in good standing is entitled to have the member's immediate family, and co-owners and residents of the Member's property in Greentree Village use the recreation facilities of the Society.

Member Not In Good Standing May Not Vote

- 2.5 A voting member who is not in good standing:
 - i. may not vote at a general meeting; and,
 - ii. is deemed not to be a voting member for the purpose of consenting to a resolution of the voting members.

Termination Of Membership If Member Not In Good Standing

- 2.6.a. No Regular or Strata Corporation Member may be expelled from the Society.
- 2.6.b. A Personal or Special Members' membership in the Society is terminated if the person is not in good standing for two (2) consecutive months.
- 2.6.c. Before a member of a society is disciplined or expelled the society must:
 - i. send the member written notice of the proposed discipline or expulsion, including reasons; and,
 - ii. give the member a reasonable opportunity to make representations to the Society respecting the proposed discipline or expulsion.

Part 3 — General Meeting Of Members

Time And Place Of General Meeting

- 3.1.a. General meetings of the Society shall be held at such time and place, in accordance with the Society Act, as the Directors decide.
- 3.1.b. Every general meeting, other than an annual general meeting, is an extraordinary general meeting.
- 3.1.c. The Directors shall, on being presented with a requisition stating the purpose of the general meetings and signed by ten (10%) percent of the Regular Members in good standing, convene

a general meeting. The agenda of the meeting shall include at least the items in the requisition and may include budgetary considerations.

- 3.1.d. The Directors shall, on being presented with a Regular Member's proposal, signed by at least five (5%) percent of the Regular Members in good standing, add specific issues to the agenda of the general meeting. The proposal must be received by the Society at least seven (7) days before notice of the annual general meeting is sent. The Directors have the discretion to reject the proposal if it is substantially similar to an issue that has already been voted on at a member's meeting in the previous two years.
- 3.1.e. The Directors may, whenever they deem fit, convene an extraordinary general meeting.
- 3.1.f. Notice of a general meeting shall specify the place, the day and the hour of the meeting, and, in cases of special business, the general nature of the business. The Society shall give no less than fourteen (14) days notice of a general meeting; provided that such Regular Members may waive or reduce the period of notice for a particular meeting by unanimous consent in writing. Notice may be given in written form or by email.
- 3.1.g. The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice, does not invalidate proceedings at the meeting.
- 3.1.h. A general meeting must be held in each calendar year at the Directors' discretion.

Ordinary Business At General Meeting

- 3.2.a. At a general meeting, the following business is ordinary business:
 - i. adoption of rules of order;
 - ii. consideration of any financial statements of the Society present to the meeting;
 - iii. consideration of the reports, if any of the Directors or auditor;
 - iv. introduction of Directors;
 - v. appointment of auditor, if any;
 - vi. business arising out of a report of the Directors not requiring the passing of a special resolution;
 - vii. approval of the proposed budget; and,
 - viii. approval of the Long Range Capital & Expense Plan.
- 3.2.b. Except as specifically provided in these Bylaws, at all meetings of the members and Directors of the Society and at all committee meetings, the then current edition of Robert's Rules of Order shall govern all procedural matters.

Notice Of Special Business

- 3.3 A notice of a general meeting must state the nature of any business, other than ordinary business to be transacted at the meeting in sufficient detail to permit a member receiving the notice to form a seasoned judgment concerning that business.

Chair Of General Meeting

- 3.4.a. An individual appointed by the Board is entitled to preside as the chair of a general meeting:
- 3.4.b. If the Board has not appointed an individual to preside as the chair or the individual appointed by the Board is unable to preside as the chair then one of the Directors present at the meeting will preside as chair.
- 3.4.c. The chair of any meeting of the members of the Society shall be responsible to ensure that complete and accurate minutes of any meeting chaired by them are taken and forwarded to the address of the Society or to the location from time to time determined by resolution of the Directors of the Society in accordance with the Society Act.

Alternate Chair Of General Meeting

- 3.5 If there is no individual entitled under these Bylaws who is able to preside as the chair of a general meeting within fifteen (15) minutes from the time set for holding the meeting, the voting members who are present must elect an individual present at the meeting to preside as the chair.

Quorum Required

- 3.6 Business, other than the election of the chair of the meeting and the adjournment or termination of the meeting, must not be transacted at a general meeting unless a quorum of voting members is present.

Quorum For General Meeting

- 3.7 The quorum for the transaction of business at a general meeting is twenty five (25) Regular Members, in good standing, present or represented through proxy.

Lack Of Quorum At Commencement Of Meeting

- 3.8 If within thirty (30) minutes from the time set for holding a general meeting, a quorum of voting member is not present,
- i. in the case of a meeting convened on the requisition of Regular Members, the meeting is terminated; and,
 - ii. in any other case, the meeting stands adjourned to the same day in the next week, at the same time and place, and if, at the continuation of the adjourned meeting, a quorum is not present within thirty (30) minutes from the time set for holding the continuation of the

adjourned meeting, the voting members who are present constitute a quorum for that meeting.

If Quorum Ceases To Be Present

- 3.9 If, at any time, during a general meeting, there ceases to be a quorum of voting members present, business then in progress must be suspended until there is a quorum present or until the meeting is adjourned or terminated.

Adjournments By Chair

- 3.10 The chair of a general meeting may, or, if so directed by the voting members of the meeting, must, adjourn the meeting from time to time and from place to place, but no business may be transacted at the continuation of the adjourned meeting other than business left unfinished at the adjourned meeting.

Notice Of Continuation Of Adjourned General Meeting

- 3.11 It is not necessary to give notice of a continuation of an adjourned general meeting or the business to be transacted at a continuation of an adjourned general meeting except that, when a general meeting is adjourned for thirty (30) days or more, notice of the continuation of the adjourned meeting must be given.

Order Of Business At General Meeting

- 3.12.a. The order of business at a general meeting is as follows:

- i. elect an individual to chair the meeting, if necessary;
- ii. determine that there is a quorum;
- iii. approve the agenda;
- iv. approve the minutes from the last general meeting;
- v. deal with unfinished business from the last general meeting;
- vi. if the meeting is an annual general meeting:
 - A. receive the Directors' report on the financial statements of the Society for the previous financial year and the auditor's report, if any, on those statements;
 - B. receive the Director's report on the Long Range Capital & Expense Plan;
 - C. receive any other reports of Directors' activities and decisions since the previous annual general meeting;

- D. introduce Directors; and,
 - E. appoint an auditor, if any;
- vii. deal with new business, including any matters about which notice has been given to the Regular Members in the notice of meeting;
- viii. terminate the meeting.
- 3.12.b. Prior to be considered by a meeting of the members, all resolutions must be proposed by a member entitled to vote at the meeting and must be seconded by another member entitled to vote at the meeting. The chair of a meeting may move, propose or second a resolution if they are also a voting member.

Methods Of Voting

- 3.13.a. A resolution put a vote at any meeting shall be decided on a show of hands unless any Regular Member demands a poll in which case it shall be by poll. If before or after such a vote, 2 or more voting members request a secret ballot or a secret ballot is directed by the chair of the meeting, voting must be by a secret ballot.
- 3.13.b. In any case there shall be an equality of votes, the chair shall not have a casting or second vote in addition to the vote to which they may be entitled as a member.
- 3.13.c. Members in good standing shall have or not have voting rights as follows:
- i. Strata Corporation Members—no vote;
 - ii. Personal Members—no vote;
 - iii. Regular Members—one vote each;
 - iv. Special Members—no vote.

Announcement Of Result

- 3.14 The chair of a general meeting must announce the outcome of each vote and that outcome must be recorded in the minutes of the meeting.

Proxy Voting Permitted

- 3.15.a. Every member entitled to vote at a meeting of the members may, by means of a proxy, appoint a person (who need not be a member) as their nominee to attend, act and vote for them on their behalf at the meeting in the manner, to the extent and with the power conferred by the proxy. A proxy shall be in writing dated as the date executed and shall be executed by the member or their authorized agent.

Matters Decided At A General Meeting By Ordinary Resolution

- 3.16 A matter to be decided at a general meeting must be decided by ordinary resolution unless the matter is required by the Act or these Bylaws to be decided by special resolution or by another resolution having a higher voting threshold than the threshold for an ordinary resolution.

Part 4 — Directors

Directors' Powers And Limitations

- 4.1.a. The Directors may exercise all such powers and do all such acts and things as the Society may exercise and do, and which are not be these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in general meeting, but subject, nevertheless to the provisions of:
- i. all laws affecting the Society;
 - ii. these Bylaws; and,
 - iii. rules, not being inconsistent with these Bylaws, which are made from time to time by the Society in general meeting.
- 4.1.b. No rule, made by the Society in general meeting, invalidates a prior act of the Directors that would have been valid if that rule had not been made.

Number Of Directors On The Board

- 4.2. The number of Directors shall be five (5).

Appointment Of Directors

- 4.3.a. The Directors shall retire from office at their Strata Corporation Member's general meeting when their successors shall be appointed as herein provided.
- 4.3.b. Each Strata Corporation Member in good standing shall, by its Strata Council, appoint two (2) members to the Board of Directors, one of whom shall be designated as an alternate by written notice delivered to the existing Board of Directors signed by two members of its Strata Council and delivered not less than fourteen (14) days prior to each annual general meeting of the Society, and each Director so appointed shall hold office, subject to these Bylaws from the date of such annual general meeting.
- 4.3.c. A Director who was appointed at an annual general meeting of a Strata Corporation may be removed from office by special resolution.
- 4.3.d. A Director who, for any reason, ceases to be a member of the Society, shall automatically cease to be a Director of the Society and a new Director shall be appointed in accordance with this Bylaw.

Filling Casual Vacancy On The Board

- 4.4 A Strata Corporation Member may, by written notice to the Board of Directors signed by two members of its Strata Council, remove a Director appointed by it. If a Director appointed by a Strata Corporation member resigns, is removed or otherwise ceases to hold office, the Strata Corporation Member shall immediately appoint a new Director by written notice to the Board of Directors signed by two members of its Strata Council to fill the vacancy and to hold office until the next following annual general meeting.

Part 5 — Directors Meetings

Calling Directors' Meeting

- 5.1 A Director may at any time convene a meeting of the Directors.

Notice Of Directors' Meeting

- 5.2 At least two (2) days notice of a Directors' meeting must be given unless all the Directors agree to a shorter notice period.

Proceedings Valid Despite Omission To Give Notice

- 5.3 The accidental omission to give notice of a Directors' meeting to a Director; or the non-receipt of a notice by a Director, does not invalidate proceedings at the meeting.

Conduct Of Directors' Meeting

- 5.4.a. The Directors may meet together at such places as they think fit for dispatch of business, adjourn, and otherwise regular regulate their meetings and proceedings as they see fit.
- 5.4.b. Directors may pass a Directors' resolution without a meeting. A resolution in writing, signed by all the Directors and placed within the minutes of the Directors is as valid and effective as if regularly passed at a meeting of Directors.
- 5.4.c. The Directors shall elect one of their members or the Property Manager, to chair all meetings of the Directors and the chairs so elected shall be responsible to ensure that complete and accurate minutes of all meetings of the Directors chaired by them are taken and forwarded to the address of the Society or to the location from time to time determined by resolution of the Directors of the Society in accordance with the Society Act.
- 5.4.d. The Directors may delegate any, but not all, of their powers to committees consisting of such Director or Directors as they deem fit. The Directors may also delegate volunteer members from Owner Strata Plan N.W. 194, the Owners Strata Plan N.W. 208, the Owners Strata Plan N.W. 310, the Owners Strata Plan N.W. 440 and the Owners Strata Plan 603 to committees, if they deem the member's skills and experience will benefit the committee's. A committee must have at least one Director sitting on it.

- 5.4.e. A committee so formed in the exercise of the powers so delegated shall conform to any rules that may from time to time be imposed on it by the Directors, and shall report every act or thing done to exercise of those powers to the earliest meeting of the Directors to be held after it has been done.
- 5.4.f. For a first meeting of Directors held immediately following the appointment of a Director or Directors by a Strata Corporation Member, it is not necessary to give notice of the meeting to the newly appointed Director or Directors for a meeting to be duly constituted if a quorum of the Directors is present.
- 5.4.g. Questions arising at any meeting of the Directors or committee of the Directors shall be decided by a majority of votes cast.
- 5.4.h. In case of an equality of votes, the chair does not have a second or casting vote.
- 5.4.i. Prior to being considered by a meeting of the Directors, all resolutions must be proposed by a Director entitled to vote at the meeting and must be seconded by another Director entitled to vote at the meeting. The chair, if a Director, of a meeting may move, propose or second a resolution.
- 5.4.j. No Director appointed by a Strata Corporation Member shall be entitled to vote at meetings of the Directors if the Strata Corporation by whom such Director was appointed is not in good standing.

Part 6 — Board Positions

Election Or Appointment To Board Positions

- 6.1 Directors may be elected or appointed to the following Board positions, and a Director, other than the president, may hold more than one position.
 - i. president
 - ii. vice-president
 - iii. secretary
 - iv. treasurer
- 6.2 If these positions are filled their job descriptions will be as described in the Societies Act.

Part 7 — Remuneration Of Directors And Signing Authority

Remuneration Of Directors

- 7.1 No Director shall be remunerated for being or acting as a Director, but a Director shall be reimbursed for all expenses necessarily and reasonably incurred while engaged in the affairs of the Society.

Signing Authority

- 7.2.a. A contract or other record to be signed by the Society must be signed on behalf of the Society by the president together with one other Director.
- 7.2.b. If the president is unable to provide a signature, then by the vice-president together with one other Director.
- 7.2.c. If the president and vice-president are both unable to provide signatures, then by one or more individuals authorized by the Board to sign the record on behalf of the Society.

Part 8 — Borrowing

- 8.1.a. Subject to Articles 8.1.b. and 8.1.c. in order to carry out the purposes of the Society, the Directors may, on behalf of and in the name of the Society, raise or secure the payment or repayment of money in such manner as they decide and in particular, but without limiting the generality of the foregoing, by the issue of debentures.
- 8.1.b. No debenture shall be issued without the sanction of a special resolution.
- 8.1.c. The Regular Members may by special resolution restrict the borrowing powers of the Directors, but a restriction so imposed expires at the next annual general meeting.

Part 9 — Auditor

- 9.1 This part applies only where the Society is required or has resolved to have an auditor.
- 9.2 The first auditor shall be appointed by the Directors who shall also fill all vacancies occurring in the office of the auditor.
- 9.3 At each annual general meeting, the Society shall appoint an auditor to hold office until re-elected or a successor elected at the next annual general meeting.
- 9.4 An auditor may be removed by ordinary resolution.
- 9.5 An auditor may be informed forthwith in writing of appointment or removal.
- 9.6 No Director, employee or member of the Society shall be an auditor.

9.7 The auditor may attend general meetings.

Part 10 — Notice To Members

- 10.1 A notice may be given to a member, either personally, by mail or email to the member's registered street or email addresses.
- 10.2 A notice sent by mail shall be deemed to have been given on the second day following that on which the notice is posted, and in proving that it was addressed and put in a Canadian post office receptacle. Email shall be deemed to have been given the same day it was sent.
- 10.3.a. Notice of a general meeting shall be given to:
- i. every Regular Member and Strata Corporation Member as shown on the register of members on the day notice is given; and,
 - ii. the auditor, if Part 9 applies.
- 10.3.b. No other person is entitled to receive a notice of general meeting.

Part 11 — Bylaws

- 11.1 On being submitted to membership, each member is entitled to and the Society shall give such member, without charge, a copy of the Constitution and Bylaws of the Society.
- 11.2 These Bylaws shall not be altered or added to except by special resolution.

Part 12 — Grievances

12. Where any member objects to the manner in which the affairs of the Society are being conducted or to the manner or method of management and administration of the Community Centre such member may give the Directors a written notice setting forth the particulars of their objection. The objection shall then be considered at the next meeting of Directors, and the member in question shall be entitled to appear at such meeting to make oral representations, consuming not more than 15 minutes of time, regarding the objection. The member shall only be entitled to be present at that portion of the meeting during which the objection is discussed. The Directors shall, either orally, at the meeting, by letter or email within fourteen (14) days after the meeting advise the member of their response to the objection.

GVCCA - 2020 Draft Budget	Actual 2020 to August (8 months)	2019 Budget	2020 Budget (Draft)
INCOME			
#3350 Chequing Account Interest	\$504.72	\$750.00	\$750.00
#3360 Savings Account Interest	\$1,367.00	\$700.00	\$3,000.00
#3400 Membership Fees	\$110,331.00	\$164,820.00	\$164,820.00
#3430 Single Family	\$0.00	\$4,250.00	\$0.00
#3500 Rental - Common Facilities	\$0.00	\$28,400.00	\$12,000.00
#3708 Key Sale	\$150.00	\$1,000.00	\$500.00
#3713 Lounge Rental	\$0.00	\$2,250.00	\$2,000.00
#3720 Transmitter Sale	\$150.00	\$100.00	\$100.00
#3750 Recreation Centre Fees	\$1,285.00	\$1,200.00	\$2,000.00
#3900 Surplus carried fwd	\$18,000.00	\$28,517.45	\$62,000.00
TOTAL INCOME	\$131,787.72	\$231,987.45	\$247,170.00
EXPENSE			
GENERAL			
#4100 Audit	\$1,932.95	\$6,000.00	\$2,000.00
#4300 Insurance	\$13,854.32	\$6,250.00	\$10,750.00
#4310 Appraisals	\$0.00	\$0.00	\$1,200.00
#4400 Management Fees	\$15,120.00	\$22,680.00	\$22,680.00
#4500 Property Taxes	\$568.38	\$0.00	\$650.00
#4550 Wages - Staff	\$20,709.10	\$62,000.00	\$10,000.00
#4560 Janitorial service	\$4,476.15	\$0.00	\$20,000.00
#4650 Legal	\$6,294.79	\$0.00	\$6,500.00
#4660 Consulting fees	\$0.00	\$0.00	\$5,000.00
#4730 Records Storage	\$115.50	\$0.00	\$55.00
#4750 Postage & Photocopy	\$2,627.70	\$1,850.00	\$2,000.00
#4780 Corporate Tax Return	\$210.00	\$0.00	\$210.00
#4850 Bank Charges	\$108.90	\$200.00	\$200.00
#4870 Social Club	\$0.00	\$500.00	\$500.00
#4940 Real Est Council review	\$278.25	\$0.00	\$0.00
#4950 Website	\$147.98	\$150.00	\$300.00
SUBTOTAL: General	\$66,444.02	\$99,630.00	\$82,045.00
BUILDING			
#5090 Fire Panel Monitoring	\$0.00	\$1,000.00	\$1,000.00
#5091 Fire Alarm Monitoring	\$0.00	\$250.00	\$250.00
#5100 Plumbing Repairs	\$2,703.75	\$0.00	\$3,000.00
#5111 Mechanical R & M	\$0.00	\$3,500.00	\$0.00
#5130 Electrical maintenance	\$643.23	\$20,000.00	\$2,500.00
#5200 Electricity	\$4,448.69	\$11,500.00	\$9,000.00
#5240 Pest Control	\$825.86	\$1,200.00	\$1,500.00
#5320 General Maintenance	\$847.45	\$45,082.45	\$60,260.00
#5360 Painting	\$4,466.70	\$0.00	\$0.00
#5400 Gas/Heating Fuel	\$4,871.50	\$11,500.00	\$14,500.00
#5480 Security System	\$0.00	\$0.00	\$0.00
#5520 Telephone	\$1,751.09	\$2,200.00	\$2,500.00
#5600 Locks & Keys	\$54.96	\$0.00	\$500.00
#5650 Engineering study	\$2,771.48	\$0.00	\$0.00
#5760 Refuse removal	\$1,184.03	\$0.00	\$1,250.00

#5840 Supplies	\$0.00	\$2,800.00	\$3,500.00
#5880 Water/Sewer	\$660.49	\$5,000.00	\$4,500.00
#5970 Dryer Vent	\$0.00	\$1,325.00	\$1,325.00
#5985 Recoverable expenses	\$0.00	\$0.00	\$0.00
SUBTOTAL: Building	\$25,229.23	\$105,357.45	\$105,585.00
GROUNDS			
#6110 Signage	\$151.20	\$0.00	\$0.00
#6500 Landscaping	\$1,757.70	\$3,000.00	\$3,500.00
#6510 Improvements	\$0.00	\$0.00	\$1,500.00
#6800 Snow removal	\$1,049.06	\$2,500.00	\$2,500.00
SUBTOTAL: Grounds	\$2,806.76	\$5,500.00	\$7,500.00
RECREATION FACILITIES			
#7100 Chemicals	\$2,768.57	\$5,000.00	\$7,000.00
#7200 Equipment	\$352.80	\$500.00	\$2,500.00
#7410 Pool Maintenance	\$5,382.79	\$15,000.00	\$17,500.00
#7620 Exercise Room Maintenance	\$106.40	\$1,000.00	\$5,000.00
SUBTOTAL: Recreation	\$8,610.56	\$21,500.00	\$32,000.00
TOTAL OP EXP	\$103,090.57	\$231,987.45	\$227,130.00
TOTAL OP SURPLUS/DEFICIT	\$28,697.15	\$0.00	\$20,040.00
RESERVES			
Interest to reserves	\$1,367.00	\$700.00	\$1,500.00
Contingency Fund	\$0.00	\$0.00	\$12,000.00
SUBTOTAL: To Reserves	\$1,367.00	\$700.00	\$13,500.00
OP EXPENSE + RESERVES	\$104,457.57	\$232,687.45	\$240,630.00
NET INCOME	\$27,330.15	-\$700.00	\$6,540.00
BEGINNING Op Cash			
	\$62,137.51		\$62,137.51
Op Surplus/Deficit	\$0.00		\$20,040.00
Surplus Carried forward	-\$18,000.00		-\$62,000.00
Receipts in excess of Disbursements	\$28,545.95		\$0.00
Reserve Transfers	-\$1,367.00		-\$13,500.00
ENDING Op Cash	\$71,316.46		\$6,677.51
BEGINNING CRF			
	\$183,705.02		\$185,072.02
Reserve Transfers	\$1,367.00		\$13,500.00
Reserve Transfers	\$0.00		\$0.00
Withdrawals from CRF	\$0.00		\$0.00
ENDING CRF	\$185,072.02		\$198,572.02