

## **Strata Corporation KAS 2662**

Minutes of teleconference meeting of April 6th, 2014

In attendance: Mickey Patryluk, Richard Thomson, Kristin McCahon, Dave Willis, David MacKenzie

Call to order at 7:08 pm

1. Approval of agenda  
Motion: Thomson; Seconded: Willis; Approved
2. March 9<sup>th</sup> minutes circulated  
Motion: McCahon; Seconded: Thomson; Approved
3. New business
4. Business arising
  - a. Transfer of contingency reserve to FF&E  
Two checks have come in from WRM to move the contingency reserve to FF&E. Some money is still outstanding and that check will come in shortly.
  - b. KAS 2662 Financial Reports will now go directly from WRM to Dave Willis.

Motion to Adjourn: Dave Willis at 7:21 pm

## **Pemberton Valley Lodge Owner's Management Corporation**

Meeting notes from April 6<sup>th</sup>, 2014

The meeting notes from March ... were deemed to be accurate.

The Corporation Directors (\*) appointed the following Officers:

*Richard Thomson	President
Kristin McCahon	Vice President
*Dave Willis	Treasurer
*Mickey Patryluk	Secretary

General Manager report and action items:

\*The Directors approved a small hotel service fee to be incorporated as of May 1<sup>st</sup>, 2014 into the room billing, a common practice in the industry and one which provides resources for an enhanced guest experience.

An example would be our bikes which are free to guests but need maintenance and sometimes repair or replacement.

\*The legal address of the Lodge has changed and is now 1490 Sea to Sky Highway 99 (no longer Portage Road)

\*As the first hotel in Canada to do so, and consistent with our commitment to energy conservation, the Lodge has signed an agreement to promote the Energy Star program

\*The General Manager has reached an agreement with the owners of four studio suites to add another queen sized bed to the unit to increase options for potential guests.

\* With some creative strategies, our GM and maintenance employee prevented serious damage over the winter, however the heat exchangers for both the pool and hot tub have reached the point where they need to be replaced. Both David and Richard are researching the very best deal available for these parts.

\*The Health Department has served official notice that the pool deck is a hazardous risk and must be repaired beyond the superficial measures taken thus far in order to avoid a mandatory shut down of the pools. A proposal to investigate a particular resurfacing product was received and Richard and Mickey agreed to speak to others in this province and elsewhere who have had this product installed by the company suggested and then report back to the rest of the group.

\* The phased replacement of mattresses and box springs is complete. Capital expenditures for phased replacement of sofas and counter tops were indicated in the 2014 budget and those purchases were approved to go forward based on the quotes presented.