



STRATA CORPORATION KAS 2662

Meeting Minutes

December 13th, 2016

Present: Mickey Patryluk; Richard Thomson; Kristin McCahon; Dave Willis; Val Johnson;
Mary Roberts
Staff: David MacKenzie

Call to order at 3:36 pm

- 1) Motion to approve agenda: Kristin McCahon; Seconded: Val Johnson; Approved.
- 2) Motion to confirm electronic approval of minutes of October 21st meeting.
Moved: Kristin McCahon; Seconded: Dave Willis; Approved.
- 3) Owners' Management Corporation
 - a. Draft Budget 2017
OMC reviewed the draft budget
 - b. General Managers' Report
 - i. **Fiber optic installation**
The fiber optic installation is currently underway with the install crew staying with us until completion. We are on target to be up and running before the Christmas holiday.
 - ii. **Deep cleaning**
We are just finishing up our annual deep cleaning of the suites. Small maintenance issues are being addressed such as bathroom baseboard replacement and paint touch ups.
 - iii. **Staffing**
We are in a much better position going into the holiday period but are still actively hiring front desk, housekeeping, and shuttle driver positions. Staffing is still challenging with "wage wars" going on in the region to attract staff.

iv. **Guest card locks/Technology upgrade**

Our key card programmer has failed and David was able to borrow one from a Whistler Hotel. Our programmer and software is out of date and a new card reader and software will cost up to \$6,000. David has investigated the new technology and recommends we upgrade our system to include Bluetooth technology which allows guests to access the guest room from their smart phone. The new software is PC-based so it will eliminate the card reader altogether.

Motion: That we go ahead with the room key upgrade. Cost: about \$18,000.

Moved: Dave Willis. Seconded: Val Johnson. Approved and carried.

4) **2016 AGM Planning Roles**

The 2016 AGM will be held in the last half of February 2017. Kristin will prepare the package that will go out to owners so it can be reviewed by council by late January.

Meeting adjourned: 6:15 pm