

**The Grange Homeowners Association  
Annual General Meeting Minutes  
Monday, October 27, 2014**

**1. Call to Order**

Sandor Takats, the current President and Chairperson of the meeting, called the meeting to order at 7:05 PM

**2. Establish Quorum**

Sandor Takats established that there were 13 member residences in good standing present and with that we had met our quorum requirement.

**3. Introduction of Board Members and Guest**

Sandor Takats introduced the current Board Members present and the Association's auditor for 2013, Scott Tywonuk.

**4. Proof of Notice of Meeting**

Sandor Takats indicated that the AGM package had been mailed to all the membership by Canada post 21 days prior to today's date of October 27<sup>th</sup>, 2014. He also indicated that the Association has had a portable sign on Guardian Road advertising the AGM for at least 2 weeks and e-mails were also sent out to those members whose e-mail addresses are on file with the Association prior to tonight's AGM. Sandor declared that the Association had met our legal obligations.

Sean Brooks motioned to accept the Proof of Notice of Meeting. Sally Brown seconded the motion. All were in favour. **Carried.**

**5. Approval of Agenda**

Sharon Lariviere motioned to accept the Agenda as presented. Sally Brown seconded the motion. All were in favour. **Carried.**

**6. Approval of the Minutes of the AGM of November 4, 2013**

Lauren Hulecki motioned to accept the AGM Minutes of November 4, 2013 as distributed. Martin Brown seconded the motion. All were in favour. **Carried.**

**7. Reports**

**Auditor**

Scott Tywonuk presented to all members present the 2013 Audited Financial Statements, which were distributed in the AGM package to all members and sent out to those members whose e-mail addresses were on file with the Association. Scott spoke of his long history as auditor with our The Grange Association then he reviewed the:

- Statement of Financial Position (Assets/Liabilities)
- Statement of Operations
- Statement of Changes in Net Assets
- Statement of Cash Flows

No questions were posed to Scott by the members in attendance.

Sandor Takats indicated that the 2013 Audit Financial Statements had been accepted by the Board.

## **President**

Sandor Takats' President's report was distributed in the AGM package sent out to all members and to those whose e-mail addresses were on file with the Association. Sandor explained the purpose of The Grange Homeowners Association. He recapped the major accomplishments of the Board in this last year:

- maintaining and painting the fences that frame the community;
- maintaining and improving the landscaping within the community; and
- collection of arrears, with an explanation of past and present collections or lack of, as well as the necessity of collecting the dues.

**Q.** Raymond Caouette asked if all the painting, which he stated was well done, was finished?

**A.** Sandor Takats answered the Association had broken up the painting into a 3 year cycle, which was started in 2012 and was finished this year. However, it was brought to our attention that a series of 3 foot high posts, separating The Grange from Granville were missed, as well, there was a section that was privately painted which may have to be painted before the cycle recommences.

**Q.** Raymond Caouette asked if fences that were leaning were being taken care of by the Association?

**A.** Sandor Takats answered by indicating that the Board had discussed the issue this year and had rejected doing so, as the costs could be prohibitive and that the fences do stand on the individual home owner's property.

## **Treasurer**

Michael Robin presented the 2014 Budget vs Actual report, which was distributed in the AGM package sent members and to those members whose e-mail addresses were on file with the Association.

**Q.** Barbara Warkentin asked how much is the collection agency being paid?

**A.** Sandor Takats explained that the collection agency that we were dealing with took a flat fee of \$800 plus GST and \$10 to open each new account, and that not all the accounts were new since the Association had used the same company in 2012. Other agencies would take a percentage of the amount collected and that the Board members thought this would be more costly.

**Q.** Sally Brown asked how much money had been collected and the process?

**A.** We have collected approximately \$30 000 and money is still being collected. The Association sent out the invoices in March and gave one month to pay, after which a late fee would be charged. After the due date if the owner contacted us, we were flexible with the late charges. In June the collection agency was hired for 3 months and they have been sending our notices.

**Q.** Susan Laba asked what happens if residents do not get the notice?

**A.** Sean Brooks answered that the Association and collection agency used Canada Post and sent the notices to the addresses on file. Unfortunately, we would not know if members did not get the mailings.

**Q.** Sharon Lariviere stated she liked the portable sign on Guardian Road advertising the AGM.

**A.** She was thanked for the feedback.

**Q.** Lauren Hulecki asked where is the Grange community?

**A.** Sandor Takats answered that the areas within the green fence from 199 St. to The Grange Shopping Centre on either side of Guardian Rd. bordering Whitemud Road.

**Q.** Sharon Lariviere asked who had responsibility for the fences by the California condos?

**A.** Sandor Takats replied that technically the fences are on the owners' property so they are the responsibility of the condos and the businesses that make up The Grange Shopping Centre and not our Association, since we take care of any fences facing public property.

**Q.** Sharon Lariviere replied that she was at a condo meeting where their board had contacted some of the businesses and they had replied that since they leased their building they were not responsible.

**A.** Sandor Takats replied that he had been in contact with the leasing company to make them aware of the fence situation and that they were taking it under advisement. Also they informed him that Safeway owned their property and building.

## **8. New Business**

### **Election of Board Members**

Sandor Takats stated he was resigning and gave his reasons. He also explained it was the final year, of a 2 year term for Maureen Ungarian, and that she had decided not to run again.

Sandor then explained the various positions and their responsibilities and stated that at this meeting members elect to the Board and at the Board's first meeting they decide which positions they would like to fill. The Board could be made up of a total of 9 members and that at present, 3 positions existed held by Sean Brooks, Michael Robin, and Don Jones since they were starting their second year.

**Q.** Sharon Lariviere asked if Board members could be paid to encourage people to be on the Board?

**A.** Sandor Takats answered that the Association's by-laws prohibit that and to change any by-law it would take the approval of 75% of all members at a Special Meeting or AGM or 100% of all members in a mailed-in ballot and to get either of those would be highly unlikely.

- Sean Brooks nominated Radu Nastase. Michael Robin seconded the nomination. Radu accepted.
- After some discussion and persuading Barbara Warkentin, Raymond Caouette, and Anita Coller let their names stand and accepted nominations to the Board.
- Since, no more nominations were made. Sandor Takats declared nominations closed. Since there less than existing and nominated positions than the maximum of 9 allowed, Sandor declared the nominated members to be Members of the Board by acclamation.

## **9. Open Floor Discussion**

### - Alternative payment methods/options

- The Board is looking at various methods to make payment of dues easier.
- credit cards are costly and would drive up fees by all owners.
- electronic transfers are prohibited by legislation for organizations such as ours, unless there is a management company collecting the fees.

- we are open to suggestions and the new Board will continue to seek better methods.

**Q.** Anita Coller asked why resident members have not paid their dues?

**A.** Sandor Takats replied there are various reasons:

- some are rental properties and notices are not handed over to the owners;
- we do not have up to date list of owners;
- some residents do not know they are mandated to be part of the Association; and
- some do not see the need.

- Beautification Contest

- One of the resident's suggestions that we received during the year was to hold a contest to encourage members to take care of the public viewed areas of their yards.
- the fairness was questioned since approximately half of the owners live in condos and can't participate
- the criteria was questioned, such as: was a well maintained lawn beautiful?
- since it is a contest what and where would prizes come from?
- approach local businesses for prizes was a suggestion
- the new Board will take it under consideration

**Q.** Raymond Caouette asked if the Association works with the city?

**A.** Sandor Takats and Sean Brooks answered that we have contacted and complained to the city about various problems: such as traffic lights on Guardian Road, the dumping and maintenance of the vacant lot on Guardian Road, and Granville development among others. We also have had meetings with present and past city councilors.

**Q.** Radu Nastase suggested extra AGM packages be made available at the meeting.

**A.** Don Jones thanked him for the suggestion.

- On behalf of the Board and Association Sean Brooks thanked Sandor Takats for this term as President and his past endeavours with the Association.

## **10. Adjournment**

Martin Brown moved to adjourn the meeting at 8:39 PM