

THE GRANGE HOMEOWNERS ASSOCIATION
ANNUAL GENERAL MEETING MINUTES
Monday, October 30, 2017

1. Call to Order

Chairperson Sean Brooks called the meeting to order at 7:03 p.m.

2. Establish Quorum

Established. 19 Households present.

3. Introduction of Board Members and Special Guests

Sean Brooks, Anna Kayat, Don Jones, Mike Robin, Sean Fraser, Keith Barwell, and Scott Tywoniuk- Auditor.

4. Proof of Notice of Meeting

Notice was sent via mail out to all households, as well as a roadside sign was installed for two weeks along Guardian Rd prior to the meeting

5. Approval of Agenda

Motion: Sally Brown. **Seconded:** Samantha Bakmeedeniya. **Carried.**

6. Approval of Minutes of the Annual General Meeting of November 7, 2016.

Motion: Jessica Monk. **Seconded:** Sally Brown. **Carried.**

7. Reports

7.1 President- This has been a quieter year than has occurred in the past. Some of this work has been less visible. This year marked the second year we have worked with Solaris for landscaping duties. We have been pleased with the work done so far, and have extended the contract for another two years, which also includes an out for us. Solaris helps to keep the areas clean. They are now coming bi-weekly to keep up with the cleaning and weeding throughout the summer months, which increases the cost. There has also been an increased area covered. We will now be adding in all treed areas within the Grange, cleaned and maintained.

The banners were installed this spring. Although they are large banners, they appear smaller when raised up in the air. We are in contact with the city to see if we can get larger banners.

We have continued with an effort to go after delinquent accounts. This is the first year that small claims mediation has occurred and gains were made. PCR (Collections Agency) was part of the process. This has been a positive for the Association in that very few properties remain that owe significant amounts of money. This allows us to spend more time on the other areas of our mandate.

Significant visible change: flowers were planted along most of the entrance signs along Guardian Road.

Fence painting and repairs were not needed this year.

- Question: Who takes care of the snow?

Answer: This would be taken care of by the city or contractors hired by the city.

- Question: Does this mean that we have a 90% return from property fees?

Answer: There are ~170 Properties who owe late fees this year, amounting to about 10%, but very few actually owe more than 2-3 years and are thus taken to collections.

- Question: So the collection agency is working?

Answer: Yes, they have helped to clean up about 90% of the files sent.

7.2 Scott Tywoniuk

2016 Audited Financials:

Following the auditing standards, nothing was out of the ordinary and all is well financially with the association. The financial statements are presented fairly.

Balance Sheet.

- **Question:** What is the cash line?
Answer: This is the amount of money that we have in the bank to fund the ongoing projects of the association. This is represented as cash, as it is held in the bank.

2nd page, Statement of Change, Statement of Cash Flows, Notes of Financial Statements

- **Question:** What does “rental” refer to?
Answer: It refers to the cost of this hall and the sign for the AGM placed on the road.
- **Question:** The phone refers to?
Answer: This is for a voicemail service.

7.3 Mike Robin

Cash in the bank- \$148,000. 44,000 was collected by e-transfers. Receivables- 171 homes- \$18,531- some of these will be looking into collection actions.

Budget- General maintenance- budgeted 33,000 but only spent 19,347. We planned on getting planted pots, but have had a difficult time getting it all sorted out. As this is a timely action, we were unable to get it done until late in the season. We are now looking into hanging pots for next year.

\$2,000 in collections expense- missed communications, or handling of files to PCR and small claims.

Bank fees- are considerably less than last year, due to switching banks, and the e-transfer account does charge per transaction.

- **Question:** Planned Project Savings- are there any other long term projects than the fence painting?
Answer: Mulching, but we have no other planned projects as of yet.
- **Question:** Perhaps this could work with the Community League as the building is being built.
Answer: Absolutely.

8. Election of New Board Members

We are looking for new people to join the Board to help take on new projects throughout the year.

Nominations: Don Jones, Mike Robin, and Sean Fraser were nominated by Sean Brooks. All accepted. Sean Brooks was nominated by Sean Fraser. Accepted. Keith Barwell has agreed to stay on as director at large for another two years.

9. Open Floor Discussion

- **Question:** What kind of community things take place?
Answer: We are different than the community league in that they do the fun stuff while we beautify the area. We were created to uphold the aesthetic standard of the community. How can we make this community appealing and look nice?
- **Question:** What other projects are planned?
Answer: We are unsure so far, and are looking for new ideas. We looked at installing nice garbage cans, but the cost was too much. We have looked at adding new flowers in new locations, and are working towards this with the landscaping contractor. The banners were done this past year.
- **Question:** Have you looked at other areas to see what might be done?
Answer: Not as of yet.
- **Question:** With changes to technology and weather, what flexibility is there in types of shingles that people are looking at now?
Answer: We don't mandate any certain brand but want to keep the neighbourhood looking similar. We have no recourse for homeowners who do not follow as there are no restrictive covenants. Our bylaws were written by lawyers and are very difficult to change. 75% of members would need to show up to a meeting or nearly 100% of door-to-door votes would be needed to change bylaws. Changing the restrictive covenant could be as difficult, but this is something that could be looked at.
- **Question:** What happened to the condos that were to be built at the end of Grantham Drive?
Answer: Unsure.
- **Question:** Do we have access to the new electronic board by the Husky on 62nd Ave?
Answer: Yes, it was put up by the Glastonbury Community League. And we can request to have something placed on it.

- **Question:** What was the feedback on the banners?
Answer: Positive so far, but we have noticed they seem small.
- **Question:** Will the fees stay the same?
Answer: That is a decision for the new board, but it is unlikely they will change soon.

10. Adjournment

Motion: Keith Barwell moved to adjourn the meeting at 8:02 pm. **Seconded:** Martin Brown. **Moved.**