

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 91

Date: Monday, February 28, 2022

Place: TRCA Lounge

In Attendance: Directors: Larry Bray (LB), Jon Durkin (JD), Jim Roe (JR), Glen Wood (GW)

1. Welcome and Introductions

The meeting was called to order at 6:05 with JD as Chairman.

2. Minutes of BOD-90

JD reviewed and checked the status of the action items from BOD-90. JD MOVED the minutes of BOD-91 be accepted; seconded by GW and **Motion BOD91-1** carried.

3. Finalizing 2022 Budget

JD MOVED that the TRCA board adopt the 2022 budget described as revision 2.0. 35/25 blended member fee. It is understood that in this motion the rent charge will be lowered to \$25 per month per household effective July 1st, 2022 from the current \$35 per month, the latter being in effect for the first six months of 2022; seconded by LB; **Motion BOD91-2** carried.

4. Allocation of 2021 net proceeds

JD MOVED that the TRCA board allocates approximately \$90,000 of net proceeds from 2021 as follows: General Reserve- \$25,000, Capital Reserve- \$24,000, contingency reserve- \$40,000; seconded by JR and **Motion BOD91-3** carried.

5. Upgrade to the clubhouse security system protecting the TRCA amenities

JD MOVED that the TRCA board allocates up to \$12000 from the general reserve to the clubhouse security system upgrade. This upgrade includes replacement of the existing aged FOB entry system used by Lounge and Gym users; seconded by GW and **Motion BOD91-4** carried.

6. Improvements to the Waterfall structure

JD MOVED that the TRCA board allocates up to \$5000 from the general reserve for installation of a new lighting system at the Waterfall Structure; seconded by JR and **Motion BOD91-5** carried.

LB MOVED that the TRCA board allocates up to \$5000 from the general reserve for the removal of the existing pond structure at the Waterfall, to help ameliorate the mosquito issue, and to replace it with a filter cloth and existing rocks.; seconded by GW and **Motion BOD91-6** carried.

7. Upcoming AGM draft agenda and process

JD MOVED that the date of the proposed AGM be changed from May 17 to May 3 (pursuant to the availability of the Rutland Centennial Hall) so as to accommodate current BOD member commitments; seconded by GW and **Motion BOD91-7** carried.

Action 1: JD to contact the Hall to confirm the date change

Action 2: JD to draft an agenda based on that used in the last “live” AGM in May 2019 and present to the next BOD meeting for discussion and ratification of a final agenda that needs to be circulated to the membership no later than 21 days before the proposed meeting on May 3 (i.e., before April 12 2022)

8. COMMITTEE REPORTS

Landscaping & TRB Maintenance (GW)

- No update

Legal (CF)

Nothing to report

Bylaws and Policies (JR)

After discussion, it was agreed that in order to reduce the number of issues/questions/complaints on what can and cannot be done related to the TR Building Scheme, that we publish a clear list of what is not acceptable according to the Scheme and circulate it to all TR Households.

Action 3: JR to draft such a list and present it to the BOD next meeting

Finance (GW/CF)

No update

Communication and Membership (JD)

No update

Trail Committee (LB)

No update

Amenities and Strata (JD)

No update

Insurance Committee (JR)

No update

9. Other items

None

10. Adjourn and Next Meeting

The meeting was adjourned at 8:25 pm. The next meeting is scheduled for April 25 at 6pm in the Lounge