

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 108

Date: Monday July 10, 2023

Place: Lounge

In Attendance: Directors: Jon Durkin (JD), Joe Danchuk (JDa),
Glen Wood (GW)
Larry Bray (LB)

1. Welcome and Introductions

The meeting was called to order at 6:06 with JD as Chairman.

2. Minutes of BOD-107

JD reviewed and checked the status of the action items from BOD-107. JD MOVED the minutes of BOD-107 be approved; seconded by LB and **Motion BOD108-1** carried.

3. Revised roles of Board Members

JD tabled a draft letter to go out to the community thanking Jim Roe (JR) for his long-term commitment to the BOD. The BOD agreed to send out as drafted.

Action 1: JD to have KH send to the entire TR community

GW MOVED that JR's name be removed from the signature/signing authority list with respect to our accounts at Interior Savings, leaving GW and JD with signing authority on the accounts; seconded by JDa and **Motion BOD108-2** carried

Action 2: GW to take the lead in having this happen in due course

Given the fact the JR is no longer a BOD member, JD presented the following revised list of committee positions.

Committee/portfolio	Previous Chair	Proposed Change
Landscaping	GW	none
Legal/ Strata	JR	JD (with GW)
Developer Relations	JR	JDa
Bylaws/Building Scheme	JDa	none
Finance	GW	none
Communications	JD	none
Membership	JD	Jda
Trails	LB	none
Clubhouse amenities	JD	none
Insurance	JR	LB

As part of the discourse, JDa proposed that he take on the Clubhouse amenities role and leave the membership portfolio to JD.

In addition, JD and GW announced that they would not be seeking re-election at the next AGM (~May 2024) and JD tabled a draft letter from the BOD to the TR community. The letter was approved with minor changes.

Action 3: JD to ask Kim Hewitt to send out the letter to the TR Community.

4. Issues arising from the June 12 AGM

It was agreed that the AGM was a success and very well attended (~150 homeowners/property owners) largely due to the 1) update of the current Clubhouse Strata issue with Carrington and Durali that was described in significant detail in the pre-AGM package, as was 2) the need to increase the rent charge from \$25 to \$40 effective July 1, due mainly to legal coats associated with dealing with Carrington on the Strata issue.

It was also agreed that having the TRCA strata lawyer, Matthew Fischer (MF), speak to the gathering was an important positive in helping the community understand the current strata situation and for validating the BODs actions on this issue over the past months, as well as its intended actions moving forward.

5. Update on Clubhouse strata issue

As detailed at the AGM, the Board's goal (and responsibility) will be to ensure, as best as possible, that we are being asked to pay legitimate strata expenses to Carrington that are

not “contaminated” with Carrington’s business expenses having nothing to do with KAS3567 (as their proposal clearly does at present!!).

To help reach this end, JD has been speaking with Jim Roe and Craig Fowler re the formation of an external strata advisory committee, reporting to the Board, mandated with the task of drafting a counter offer to Carrington’s request for reimbursement for 2017- 2022 strata expenses. A third community member, Harry Issner, was suggested by JR to also sit on the committee because of his significant business experience in strata affairs (he is currently General Manager of the Stober Group).

JD tabled a proposed Board mandate letter for the committee that upon Board approval would be sent to the Committee prior to their initial meeting. The letter was acceptable to the BOD.

GW MOVED the Strata Advisory Committee, reporting to the Board, be formed with the personnel and mandate discussed; seconded by LB and **Motion BOD108-3** carried.

Actions arising from:

Action 4: JD to forward the Board’s approval of the committee with the agreed upon mandate to JR for comment and hopefully acceptance.

Action 5: JD to draft a letter to Carrington CEO, Dan Slaven, acknowledging that we are actively working on a comprehensive response to his recent submissions for reimbursement. The draft letter will be sent to the BOD members for comment prior to being sent. The final draft will also be sent the MF for comment prior to being sent.

6. COMMITTEE REPORTS

No reports were tabled for the meeting

7. Other items

GW MOVED the TRCA pay Silvano Vitro (a TR Community member) \$200 for previous IT work performed in successfully getting our website back in operation after it went down some months back; seconded by LB and **Motion BOD108-4** carried.

8. Adjourn and Next Meeting

Meeting adjourned at 7:50 pm. The BOD will meet again on Monday August 28, 2023