

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 110

Date: Monday, September 25 2023

Place: Lounge

In attendance: Larry Bray (LB), Brittany Burpee (BB), Joe Danchuk (JDa),
Jon Durkin (JD), Glen Wood (GW)

1. Welcome and Introductions

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

2. Minutes of BOD-109

JD reviewed and checked the status of the action items from BOD-109. JD MOVED the minutes of BOD-108 be approved; seconded by LB and **Motion BOD110-1** carried.

3. Monthly financials

August's interim financial report was reviewed and accepted

JD raised the issue that we have yet to formally remove Jim Roe's name from our Interior Saving account.

Action 1: JD and GW, as the two named signers for the account, need to complete the banks "Change of Signer's Request" and for GW to forward the completed forms along with the approved minutes of BOD 107 (in which we formally removed Jim's name from the accounts) to the bank.

4. BOD succession plan update

JD introduced Brittany Burpee (Solstice) who has indicated that she would be interested in becoming a TRCA director. Brittany summarized her experience and credentials for the group and stayed for the meeting. Nearing the end of the meeting, Britany took her leave and the BOD

discussed having her join the board. In short, the board was extremely impressed and unanimously agreed to have Brittany join the team ASAP.

JD MOVED that Pursuant to the TRCA Bylaws and its relevant Articles, Brittany Burpee be offered the position of TRCA director effective immediately; seconded by LB and **Motion BOD110-2** carried.

Actions arising from:

Action 2: JD to inform Brittany of the Board's decision and request that if she accepts the position, to please do so in writing at her earliest convenience.

Action 3: JD to invite JB Deschamps (Tallgrass community), who has also expressed interest in joining the board, to our next monthly meeting.

5. Update from the Strata Advisory Committee (SAC) re: Carrington counter offer

The SAC (*via* Jim Roe) sent JD the draft counter offer on the morning of Sept 25. JD sent the draft to all BOD members prior to the evening's BOD meeting.

Jim Roe, who attended the meeting as the SAC's representative, presented a summary of the counter offer proposed. At this point, the offer is a framework by which, if agreed to by Carrington, all line items can be negotiated quickly and in good faith, ensuring that only bona fide strata expenses are being discussed, free from any business expenses unrelated to strata operations.

The board agreed with this approach and;

JD MOVED that the SAC report, along with a cover letter (to be drafted by JD) be sent to Matthew Fischer for his legal assessment and approval prior to being sent to Carrington; seconded by GW and **Motion BOD110-3** carried.

Action 4: JD to draft a cover letter for BOD approval, that will accompany the SAC report to be sent to MF for his assessment, prior to being forwarded to Carrington.

Action 5: JD to draft and send out a thank you letter to the members of the SAC for their fabulous effort in producing the report tabled at the meeting.

6. Update on discussions with Durali Properties re: the strata issue moving forward.

JD and GW had a meeting with Gurjit Jhaggi and his son's (Durali) Aug 20 on establishing an operational strata council and other options moving forward once the issues with Carrington are solved (this was discussed at the Aug 28 TRCA board meeting).

Subsequently, JD had a productive phone call with Mark Bourree (PLC) wrt the role PLC could play in working with Durali and the TRCA to have Durali assume the TRCA's share of the strata under conditions favorable to the TR Community- these discussions are ongoing.

JD stated that Kim Hewitt did an analysis of Lounge and Gym usage that indicated 212 different individuals from the TR community booked the gym during the period Sept 2022 to present. During the same timeframe, there were 202 booking of the Lounge by 32 different TR homeowners.

GW suggested that we need professional advice from a non-for-profit lawyer on what, and what not, we can do re the strata. The BOD agreed with this approach

Action 6: GW to contact Matthew Fischer to find possible names of a non-for-profit lawyer.

7. COMMITTEE REPORTS

No reports were tabled for the meeting

8. Other items

Waterfall lighting: Apparently, the company that was to paint the "wings" to be added to the light to minimize peripheral light has somehow misplaced them.

Action 7: GW will initiate the replacement process in due course!

Winter snow removal from TRB east sidewalk- As we have done for several years now, JD will approach golf course staff and Durali (if needed) to agree on adding TR sections of the sidewalk to what they are responsible for (i.e., 3 sections adjacent to golf club property). JD noted that we never received an invoice for last year- JD will ask for such an invoice for January 1 2023 t Action 7: GW will initiate the replacement process in due course!

Action 8: JD to carry out the above tasks

9. Adjourn and Next Meeting

Meeting adjourned at 7:40 pm. The BOD will meet again on Monday October 30, 2023