

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 112

Date: Tuesday, December 5, 2023

Place: Lounge

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

Absent: Larry Bray (LB); JB Deschamps

1. Welcome and Introductions

The meeting was called to order at 6:02 with JD as Chairman.

2. Minutes of BOD-111

JD reviewed and checked the status of the action items from BOD-111. JD MOVED the minutes of BOD-111 be approved; seconded by BB and **Motion BOD112-1** carried.

3. Monthly financials

November's interim financial report was reviewed and accepted.

We have yet to formally remove Jim Roe's name from our Interior Saving account. This will be tabled at the next meeting

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

At our last meeting, the Board determined that JB would be a great addition to the BOD, and voted to offer JB Deschamps a board seat effective immediately (see minutes BOD-110).

JD subsequently contacted JB to “give him the good news!”. JB verbally accepted the position, but given the nature of his job and profession, his acceptance was conditional upon receiving clearance from his work HR dept that there would be no major restrictions preventing him performing his responsibilities as TRCA director. JD met with JB on Dec. 29 to discuss the issue and JB agreed to hopefully have feedback from his employer for our next BOD meeting on January 9.

JD will lead a discussion at next BOD meeting on options and strategies to identify other potential board members early in 2024.

5. Update on Carrington counter offer

On November 30, we received comments and proposed edits from Matthew Fischer on the Carrington counter-offer package drafted by the SAC and previously approved by the BOD (initially sent to MK on October 3). All BOD members were forwarded his email and asked to present their views at the Dec. 5 BOD meeting. Following discussion at the meeting, it was agreed to accept all of MF’s edits, with some minor changes, and to forward the counter offer, along with the cover letter drafted by JD (and commented on by MF), to Carrington (Dan Slaven) ASAP.

JD MOVED that the offer to Carrington as reviewed by Fischer and Company be accepted as corrected by the BOD; seconded by JDa, and **Motion BOD 112-2** carried.

Actions arising from:

Action 2: JD to forward Carrington the BOD-approved counter offer withing the next day or so,

Action 3: JD to request from Fischer and Company any and all outstanding billings prior to year’s end.

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

GW and JD met with Anahita Tajadod, a non-for-profit lawyer from Dober Williams, on possibly retaining her to provide advise as warranted regarding options the Board would have with Durali Properties on the possible future sale of our KAS 3569 Clubhouse strata holding. Both JD and GW

reported to the BOD that the meeting went well and advised that we should retain Dober Williams for future needs.

GW MOVED that the firm of Dober Williams be retained as our non-for-profit council and that we pay the requested \$1500 retainer; seconded by JDa, and **Motion BOD112-3** carried.

7. COMMITTEE REPORTS

No reports were tabled for the meeting

8. Other items

BB MOVED that end of year gift certificates (value of \$100 each) be issued to our three employees in thanks for all their efforts throughout the year; seconded by JDa, and **Motion BOD 112-4** carried.

Action 4: JD to purchase the gift certificates and present to our employees with our sincere thanks for their continued efforts on behalf of the BOD and the Community.

9. Adjourn and Next Meeting

Meeting adjourned at 7:50 pm. Our next meeting is scheduled for Tuesday, January 9 at 6:00pm in the Lounge