

Minutes Of Meeting
Of The Board Of Directors Of
The Tower Ranch Community Association (TRCA)
BOD-19

Date: Tuesday, November 7, 2017
Place: Member's Lounge, Tower Ranch Clubhouse
In Attendance: Directors: Craig Fowler, Jennifer Bridarolli
Transition Committee: Glen Wood, Jon Durkin, Rick Watt, Jim
Roe, Alex Pavlovic, Don Folstad

Welcome and Introductions

Craig Fowler, Chairman called the meeting to order at 7:00 P.M.

Approval of Minutes

Minutes of BOD-18 were circulated. Craig Fowler Moved that the BOD-18 Minutes be approved. Seconded by Jon Durkin. Members unanimously voted in favour.

Minutes of BOD-17 were circulated. Jennifer Bridarolli Moved that the BOD-17 Minutes be approved. Seconded by Craig Fowler. Members unanimously voted in favour.

Discussion

Update – Draft letter to residents in arrears. Craig advised that following the discussion at BOD-18 a letter has been prepared and will be mailed out double registered mail this week after Craig meets with Chris Kerr. It was agreed during further discussion that a second follow-up letter should be sent to those who remain in arrears following the time period for payment set in this first letter. The second letter setting out the further actions available for payment such as forwarding to a collection agency would be sent by the TRCA lawyer.

Letter to Parkbridge re their email – reply from PLC. Craig noted the quick response from Mark Bouree and that a conference call is being arranged to clarify what Mark had presented via a spreadsheet. The amount PLC claims the TRCA owes has been significantly reduced.

Bylaw change update from lawyer – TRCA's response. Craig advised an email had been received late this afternoon from the lawyer providing a draft revised bylaw. The revision is lengthy comprising not only the initial definition changes the TRCA Board proposed but a full revision to the entire document that will take some time to review. Jon, Glen and Jim will meet with Craig this week to review the draft revisions in detail.

Chairperson Updates

Glen Wood lead for Landscaping and Irrigation has prepared a draft budget for 2018 for both landscaping and irrigation after meeting with the contractor. An estimate to replace the boulevard beds had also been prepared but not included in the draft budget. Consensus was that this matter be held for the new Directors to consider.

Jon Durkin raised the issue to snow removal on sidewalks and following general discussion Don Folstad offered to contact the City about continuing the McCurdy Road sidewalk snow removal through Tower Ranch Boulevard.

Craig Fowler lead for membership and legal noted the update for 1625 Tower Ranch Boulevard which in fact had been sold with no notification to TRCA and no payment of the arrears rent charge owed. This matter will be forwarded to the lawyer for comment; perhaps either TRCA or new owner has recourse through the party handling title transfer.

Jon Durkin lead for facilities reported he now has a print out of persons issued FOBs for access to the clubhouse. A monthly list will be provided so that users can be identified should damage occur. Jon investigated further the issue of liquor in the Member's Lounge and has confirmation that the lounge is considered in the same view as a private residence because access is restricted to member's and their guests only. Jon will discuss this with Neil Schmidt prior to making it further known to users. The lounge capacity will also be determined and posted in the lounge. Further to the matter of renting the lounge in the off season Jon requested assistance in finding a viable solution to the 90 minute use before alarm for rentals. Currently the renter would have to re-access with FOB within the 90 minutes or the alarm would trigger a police response.

Rick Watt, Nominations Committee Chair advised he had 2 potential nominations but response is lacking.

Annual General Meeting

A draft agenda was circulated and discussed.

Other/New Business

Two financial items were discussed: (1) October Financial Statements – Craig will meet with Chris Kerr on this matter. (2) Strata budget – still no response from Carrington so will go with what has been prepared to date.

Bylaw Change – Craig, Glen and Jon agreed to meet Thursday, Nov. 9 @ 2:00 PM to go through the lawyer's draft revisions. Craig will forward the e-mail containing the lawyer's draft to members for comment back to Craig by Thursday afternoon.

Insurance – Don Folstad commented he had reviewed the insurance coverage held by TRCA and noted his concerns and offered to speak with the broker to clarify. The initial

reason for circulating the insurance was about Directors Liability; raised by a potential nomination candidate. Don will report at the next BOD meeting.

Next Meeting and Adjournment

The next meeting – BOD 20 – will be held Tuesday, November 14, 2017 at 7:00 P.M. in the Member's Lounge.

The meeting adjourned at 8:45 P.M.