

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 76

Date: Wednesday December 9 2020

Place: Videoconference

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

1. Welcome and Introductions

The meeting was called to order at 7:04 with JD as Chairman.

2. Minutes of BOD-74 and 75

JD reviewed and checked the status of the action items from BOD-74, as well as the minutes from the special Board meeting (BOD-75) held by videoconference on November 19 to discuss the EAC rent charge arrears situation

JD MOVED the minutes of BOD-74 be approved, seconded by CF and **Motion BOD76-1** carried. JD MOVED the minutes of BOD-75 be approved and its contents be regarded as confidential to be filed under the BOD password protected folder on the TRCA website; seconded by CF and **Motion BOD76-2** carried.

2021 Board “wish list”

Directors and Committee Chairs to circulate their priorities prior to Dec 20. These will be discussed under an agenda item at our first BOD meeting in 2021 (January 11).

Director roles for 2021

Directors and Committee Chairs to discuss any new or altered roles they would like to play in 2021. These will be discussed under an agenda item at our first BOD meeting in 2021 (January 11)

Monthly Financials

GW MOVED that \$35000.00 be placed in a term deposit as a general contingency fund; seconded by CF and **Motion BOD76-3** carried

3. COMMITTEE REPORTS

Landscaping & TRB Maintenance (GW)

Action 1: GW and JR to inspect the Waterfall and lead discussion at our next meeting regarding options for upgrading the waterfall garden at the bottom of TRB.

Legal (CF)

TRCA vs EAC

- On Monday, Nov 16/20 CF attended a Pre-Trial Hearing on the case
- The hearing was before a Judge and conducted by virtual meeting software with TRCA in attendance at David Towill's office
- Both sides presented their case, the judge asked whether there had been any settlement offer, and it was clear that there had been minimal correspondence between the respective parties
- The Judge asked EAC to identify their legal representative in the matter, and it was revealed that EAC had not engaged a lawyer

Developer Relations (JR)

No report

Finance (GW/CF)

The TRCA now has the ability for homeowners to pay rent charges by e-transfer.

Action 2: JD to obtain details from bookkeeping so the process to pay by e-transfer can be included in our welcome package to new homeowners.

Actions arising from

Action 3: JD to coordinate with bookkeeping so that items charged to our credit card can be duly authorized before payment is made.

GW MOVED to reimburse CF \$148.07 for the purchase of motivational posters for the gym; seconded by JD and **Motion BOD76-4** carried

Communication and Membership (JD)

- We have added 5 new contacts to our databases from Nov 1 to present; 5 new FOB applications have been forward to Golf Club for processing
- Sent out following e-blast to homeowners:

Nov. 10: Message to homeowners re “Dog Poop” crisis

Nov. 14: Update community on the curtailment of snow removal along TRB

Nov. 24: Carrington’s Dec restaurant menu

Amenities and Strata (JD)

- Still have not received our invoice for the bird poop cleaning of the building exterior (1/3 of cost- approx. \$300). Plan to take no action on this unless instructed otherwise
- The Golf Club has initiated their bird poop “force field” project for next golf season (estimated cost is \$5000- no TRCA commitment to this effort)

- Have forwarded invoices to bookkeeping for gym restocking sanitization supplies (paid by TRCA credit card- \$341.42).
- External doors on Lounge and Gym have been upgraded to improve security. Gym door lock is now on internal master (held by Fire Dept.). Error on retrofitting of lounge door key set- this will be rectified. Cost is \$1359.75 – less than quoted since we decided not to fit the external doors with keyed locks.
- Examination of gym sign in sheets with gym bookings indicate that there are only minor issues re people booking and then not showing up. Those few individuals that are a recurring problem will be issued an email from KH
- The Clubhouse reports that their Fri/Sat dinners are a big hit with Saturdays overbooked if anything. Almost all patrons are from the Community.

Actions arising from

CF MOVED to spend up to \$300 on a Bosu ball for the gym, seconded by LB and **Motion BOD76-5** carried

Trails Committee (LB)

Reminder to all residents that the trails through Solstice remain closed. They will not be maintained throughout the winter and will not be available to the public until Phase 3 is complete. Those entering the trail do so at their own risk, closed signs are posted, please do not remove them.

Fortis Upgrade Report:

The FortisBC's KBTA Lee Station Transformer Project received approval on their CPCN application from the BC Utilities Commission on November 30th.

They will continue to work on having renderings created to show what the different options could look like that would incorporate the feedback from the previous meeting in September. They hope to have those, and a proposed schedule available in January and will reach out again to coordinate an update meeting in early to mid-February.

4. Other items

None

5. Adjourn and Next Meeting

The meeting was adjourned at 8:10 pm. The next BOD meeting will be at 7:00 January 11, 2021 by videoconference.