

**S.R Homeowners Association
Board of Directors Meeting
May 19th 2020 @ 12:00pm
Location: Zoom Meeting (Meeting Restrictions due to Covid-19)
Meeting Minutes**



Attendees: Triona Cosgrave, Vice- President Dave Mans, Res. Director
Matthew Wiles, Res. Director Scott Maguire, Res. Director
Samantha Nickerson, Res. Director

Regrets: Tanya Eklund, Secretary/Treasurer
Alan Boucher, President

1. **Call to order** – Triona Cosgrave – 12:03 pm
2. **Approval of Meeting Minutes**
 - February 28th, 2020
 - Motioned by Dave Mans, Seconded by Samantha Nickerson, Approved
3. **HOA Update**– Triona Cosgrave
 - MDL has been contracted to maintain the community for the 2020 season on a reduced schedule to reduce costs. The maintenance started in late May.
 - Triona Cosgrave reported the fountains will be installed the week of May 25th.
 - Triona Cosgrave reported fence inspections and repairs are also underway.
4. **Financial Update (provided in package)** – Triona Cosgrave
 - Triona Cosgrave reviewed and answered questions on the 2020 Profit and Loss YTD & Budget comparison.
 - Triona Cosgrave reported there are currently 7 Homes in collections for the 2019 Fees.
 - Triona Cosgrave reported the 2020 Fee collection has been going well with approx. 112 homes outstanding to date. This is lower than the 2019 collections at the same time.
 - Reminder email was sent 27.2.20 & 30.4.2020. Reminder notices sent in the mail 28.2.20 & 30.4.2020. The email reminder has been very effective.
 - Triona Cosgrave advised 2020 collections will be postponed until August due to Covid-19. Reminders will continue to be sent out. Communication has been adjusted to a more sensitive content and payment plans are being offered and options to waive interest.
 - Triona Cosgrave reviewed and answered questions on the 2019 Audit.
 - The 2019 Audited Financials will be posted to the community Website.
5. **Other Business**
 - Due to gathering restrictions imposed due to the Covid-19 pandemic The 2020 S.R HOA AGM set for June 3rd 2020 has been postponed until the fall of 2020.
 - Alberta Corporate Registries has confirmed that Non-Profit Organizations, of which homeowners associations fall under, will be able to postpone AGMs until the ban on public gatherings has been lifted.
 - The package will be ready for the July 2020 Meeting
 - Triona Cosgrave will monitor government guidelines closely and communicate with the Directors for potential dates and restrictions that may need to be applied.

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- Triona Cosgrave advised that due to gathering restrictions imposed due to the Covid-19 pandemic the community event will also be postponed.
- **Covid-19** - There has been no impacts on the operations of the HOA due to the covid-19 Pandemic for example:
 - Melcor has continued to address issues and contracted our maintenance crew for the seasonal work. Residents and the Directors are in regular contact via email and phone therefore operations have not been affected.
 - 2020 Collections to the lawyers have been delayed due to this unprecedented time. Melcor has increased the reminder process with a sensitive message offering payment plans. This has been done via email, and mail where email isn't available. This seems to be effective, last year's 9th May minutes we reported 119 homes were sent to collections to field law. As of today's date 112 homes remain unpaid. Unpaid accounts will be sent to collections in August but Melcor will endeavor to continue to remind residents in the interim.

6. Next Meeting Date

- Tuesday July 28th, 2020 at 12:00 pm
- Suite 210, 101 - 6 Street SW Calgary (Main Boardroom)
- Light Supper to be provided.

7. Adjournment- 1:11 pm

8. Development Update

Triona Cosgrave obtained a report from Alan Boucher and provided an update on current Construction.

- No construction program in 2020
- Continuing maintenance in new phases