

**S.R Homeowners Association
Board of Directors Meeting
July 28th 2020 @ 12:00pm
Location: Zoom Meeting (Meeting Restrictions due to Covid-19)
Meeting Minutes**



Attendees: Triona Cosgrave, Vice- President Dave Mans, Res. Director
Alan Boucher, President Scott Maguire, Res. Director(12:12pm)
Matthew Wiles, Res. Director Samantha Nickerson, Res. Director

Regrets: Tanya Eklund, Secretary/Treasurer

- 1. Call to order** – Alan Boucher – 12:05 pm
- 2. Approval of Meeting Minutes**
 - May 19th, 2020
 - Motioned by Matthew Wiles, Seconded by Dave Mans, Approved
- 3. HOA Update**– Triona Cosgrave
 - MDL has been maintaining the community for the 2020 season since late May.
 - Triona Cosgrave reported receiving many complaints from residents pertaining to poor maintenance in the community. Confirmed with the residents that the areas of concern are Town of Cochrane responsibility. Triona Cosgrave to draft a letter to the Mayor expressing concern regarding the lack of Maintenance.
 - Alan Boucher confirmed the Town of Cochrane Parks Department has indicated they have been reduced to one person maintaining the Sunset Ridge community due to Covid-19.
 - Alan Boucher confirmed the marketing flags will be addressed this week.
 - Triona Cosgrave reported the fountains were installed the week of May 25th, but there has been an issue with the timer. It is causing the fountain to come on at very inconvenient times for residents living in close proximity to them. The contractor needs to order a new timer and will install it as soon as it arrives.
 - Triona Cosgrave reported fence repairs planned for the 2020 season, have been completed.
- 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 reviewed and answered questions on the 2020 Balance Sheet.
 - Triona Cosgrave reported there are currently 6 Homes in collections for the 2019 Fees.
 - Triona Cosgrave reported the 2020 Fee collection has been going well with approx. 82 homes outstanding to date.
 - Triona Cosgrave advised 2020 collections will be postponed until late August due to Covid-19. Reminders will continue to be sent out. Communication will be a final notice.
 - Triona Cosgrave Will share the final notice to the board prior to distribution to the residents.
- 5. AGM Date**– Triona Cosgrave
 - Date – **October 5th 2020 at 6:00 p.m. ONLINE**
 - Record Date – September 15th 2020

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- Alberta Corporate Registry confirmed via email, with the ongoing global COVID-19 pandemic, a Society has permission to hold a remote meeting due to COVID-19. Our AGM format this year will be online only
- Draft AGM Package & Info Circular
 - Package will be sent to the printer at the end of August and will be in the mailbox of the residents prior to the record date of September 15th 2020, and a Statement of Mail will be provided as proof.
- Number of Directors Seven (7)
- All existing board members are standing for re-election

6. Other Business

- Dave Mans reported that the lights in the fitness park have not been operational, Triona Cosgrave will follow up with the contractor to have them looked at and repaired asap.
- Triona Cosgrave will obtain quotes for an information sign to be located in the community and included in the 2021 budgeted expenses.
- Samantha Nickerson reported that the Sunset Ridge Residents Association has created a go-fund-me page to raise funds for the planting in the entry features in Stage 1.
- Triona Cosgrave advised that due to gathering restrictions imposed due to the Covid-19 pandemic the community event will not be held.
 - Melcor is hosting a marketing event for the community on September 12th 2020.
- Triona Cosgrave will draft a letter to the Town of Cochrane expressing concern and disappointment pertaining to the lack of maintenance of areas under the Town responsibility and paid for by property taxes by the residents in the community.
 - Triona Cosgrave will circulate to the board for review prior to sending.

7. Next Meeting Date - AGM

- Monday October 5th 2020 at 6:00 p.m.
- Hosted online due to COVID-19
- Post AGM Meeting to follow directly afterwards.

8. Adjournment- 1:07 pm

9. Development Update

Alan Boucher provided an update on current Construction.