

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 115

Date: Tuesday, March 5, 2024

Place: Lounge

In attendance: Brittany Burpee (BB), Joe Danchuk (JDa), Jon Durkin (JD), Heidi Enns (HE), Glen Wood (GW), Larry Bray (LB)

1. Welcome and Introductions

The meeting was called to order at 6:04 with JD as Chairman.

2. Minutes of BOD-114

JD reviewed and checked the status of the action items from BOD-114. JD MOVED the minutes of BOD-114 be approved; seconded by HE and **Motion BOD115-1** carried.

3. Monthly financials

- BB presented an in-depth comparison of the advantages/disadvantages of the two bookkeeping/accounting services that have been vetted by BB and GW to replace BEL Solutions (Dawn Hanna) within the next month or so. The two firms that have been suggested and recommended are: Associated Property Management (APM) and King's Bookkeeping Services. These companies present very different profiles and mandates; APM is a large full-service strata property management company whereas King's presents itself as a more personalized, small scale bookkeeping service.
- It was clear that BB/GW thought King's was a much better fit for multiple reasons, not the least of which was that it would provide a much easier and predictable transition from BEL Solutions, with flexible services well-tailored to what we require and are used to.
- By contrast, APM was a much larger and structured company that, while willing to take on bookkeeping services, was more accustomed to broad-based strata related services. It was felt that hiring APM would reduce the boards' ability and freedom to run its operations as it felt best, and would require several perturbing and expensive changes to our finances, such as being required to change banking institutions (to theirs's) with a commensurate complex and expensive update to our current PAD rent charge process.

Following discussion, BB MOVED that King's Bookkeeping Services be contracted to assume bookkeeping/accounting services for the TRCA after a successful transition period during which BEL Solutions would provide a smooth and hopefully smooth transfer to King's; seconded by GW and **Motion 115-2** carried.

Action 1: BB to notify King's of our decision and working with BEL Solutions establish a timely and smooth transition of responsibilities to King's.

Action 2: GW to contact MNP to ensure that it was willing to continue its year end accounting services for the TRCA once the transition from BEL Solutions to King's was complete.

The TRCA wishes to formally thank BEL Solutions (Dawn Hanna) for its excellent long-term services and relationship with the TRCA, as well as its positive commitment to work with King's to enact a smooth transition of bookkeeping responsibilities.

4. BOD succession plan update

JD was please to formally announce that Heidi Enns (Tallgrass) has accepted the position of Director effective until to next AGM. Welcome aboard Heidi!!

We are still on the search for one or two additional board members and will continue the quest!

5. Update on Carrington counter offer

As requested by the BOD, JD & GW met virtually with Matthew Fischer (MF) on Feb 28 to discuss options regarding next steps in our attempt to bring closure to negotiations with Carrington WRT past strata expenses. MF was fully aware that Carrington has not responded in any way to our Dec 6, 2023 counter offer, nor to our January 26, 2024 email asking them why we have not heard anything to date from them on this issue. MF's advice was that for the present "let resting dogs lie"!!

The BOD agreed to follow his advice for the present, but we are fully aware that we must at some point bring closure to this issue on behalf of the entire TR community.

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

JD and GW briefed the board on discussions held with MF on Feb 28 concerning reinitiating discussions with Durali Properties on establishing an operational strata council and/or options by which the TRCA could potentially sell its clubhouse strata share to them in the near future. MF advised contacting Durali to state that their past/current position to not initiate meaningful strata council discussions with the TRCA until our negotiations with Carrington are completed, is solely a Durali/Carrington agreement which needs to be resolved, and is in no part a TRCA issue or responsibility!!

MF also advised that, notwithstanding the lack of movement on the ongoing strata council issue, the TRCA could and should open meaningful discussions with Durali concerning tractable options by which the TRCA could effectively remove itself from the clubhouse strata via the sale of our strata share by some mutually acceptable means.

Action 3: JD to contact Durali (Gurgit Jhaji) by email, or preferably in person, to update them on the current Carrington situation and find ways to effectively initiate an operational strata council or tractable options by which the TRCA could effectively remove itself from the clubhouse strata.

The ongoing TRCA attempt to bring PLC into discussions with Durali (mainly with M. Bourrée) re the possibility of building of a new community centre as an option in resolving longstanding clubhouse strata noncompliance issues, has become complicated of late by changes to the PLC management structure.

Action 4: JD to resend to the board his letter sent to M. Bourrée on Sept. 6, 2023 laying out possible options by which PLC could join as partner in establishing a new TR Community centre.

7. Discussion of 2024 AGM timeframes.

JD presented a possible timeframe for you next AGM tentatively slated for May:

Meeting: Tuesday, May 13

Survey for attendance: May 4

Document package circulated: April 29

Meeting Notice: April 12

8. COMMITTEE REPORTS

No reports were tabled for the meeting

9. Other items

- Trails: The TRCA needs a letter that absolves the TRCA from eventually having to assume maintenance of the trails in and adjacent to Solstice (for discussion next meeting).

Action 5: LB to take this issue on moving forward.

There was discussion (unresolved) between LB and HE concerning the responsibilities and requirements the community may have on the maintenance of the TR trail system

Action 6: LB and HE to discuss in detail off-line and report findings to the Board at its next meeting.

- Lack of lighting at or near clubhouse

Action 7: LB to take this issue on moving forward.

- BB MOVED that the TRCA approve reimbursing GW \$79.71 for landscaping expenses he paid on the TRCA behalf; seconded by JDa and **Motion 115-3** carried.

10. Adjourn and Next Meeting

Meeting adjourned at 7:30 pm. Our next meeting is scheduled for Tuesday, April 8 at 6:00pm in the Lounge