

**Minutes of Meeting
Of The Board of Directors of
The Tower Ranch Community Association (TRCA)
BOD 56**

Date: Monday June 17 2019

Place: TRCA Lounge

In Attendance: Directors: Jon Durkin (JD), Larry Bray (LB),
Craig Fowler, Jim Roe (JR), Glen Wood (GW),
Dept. Chairs: Don Folstad

Welcome and Introductions

The meeting was called to order at 7:02 with JD as Chairman.

Minutes of BOD–55

JD reviewed and checked the status of the action items from BOD55. JD MOVED the minutes of BOD 55 be approved, seconded by LB and **Motion BOD56-1** carried.

Proposed meeting with Carrington and PLC

CF reported that Carrington has not yet responded to PLC's suggestion that we meet to discuss unresolved issues that involve our three groups.

We agreed to meet with PLC management (Mark Bourree and Branko Cvorvic) on June 24th to discuss the clubhouse strata arrangement and other issues, including PLCs response to our latest bylaw draft.

Action 1:

CF to confirm the meeting with the BOD

Action 2:

CF to ask Don Spruston for copies of all correspondence he sent Carrington after May 2017 related to the drafting of a strata agreement between our two groups

COMMITTEE REPORTS

Landscaping (GW)

There was a discussion re who is responsible for and what can be done about the unsightly noxious weeds allowed to grow on the corner of Tallgrass and TRB (across from 1713 and 1721 TRB).

Action 3:

JD to congratulate the new owners at 1846 Split Rail for the excellent landscaping job conducted on their backyard area which abuts the sidewalk on TRB.

Action 4 (from June 3 BOD)

GW to contact City re developing a plan to improve the irrigation system and landscaping on the west side of TRB, down from Tallgrass and up to the clubhouse from North Pointe

Legal and Bylaws (CF)

Legal:

1. Wrote Collection Agency and requested update on Kerr demand
2. Forwarded AGM Minutes and Financials to Lawyer for filing
3. Communication with PLC re: Joint PLC/TRCA/Carrington meeting scheduled for June 24. Carrington now indicated that they cannot attend. PLC requested meeting with TRCA to discuss strategy re Carrington request to be paid "past due" charges re: Strata.
4. Confirmed back to PLC that the meeting on 24 June can be confirmed.

Bylaws:

JR forwarded synopsis of Bylaw Committee requested changes to PLC. Awaiting PLC response.

The Board supports the bylaws suggestions provided by the external bylaw committee and the Board has forwarded same to PLC.

Developer Relations (JR)

No change on EAC arrears issue. Another letter should be sent to EAC. Board to decide if this should come from our lawyer. Action beyond this letter should also be determined. A new arrears statement is not currently available.

Re: deviations from the building and landscaper schemes

Action 5:

JR to send correspondence to EAC regarding their deviations from building and landscape schemes

Finance (GW/CF)

The documents from Interior Savings were signed at the meeting which allows CF to be a signatory of the TRCA

CF MOVED that JD be reimbursed \$102.39 for renewing our website domain name with Go-Daddy for a three year period (\$76.69) and for printing services (\$25.70); seconded by LB and **Motion BOD 56-2** carried

Communication/ Membership (JD)

1. Several corrections and additions were made to the Master Membership List as part of the AGM registration process. These have now been incorporated into the latest update dated Jun3. As well, JD via DevRadius has updated the Mailchimp list.
2. The mailchimp message to all homeowners re the reduction of the monthly fees from \$45 to \$35 per month effective July 1 was sent Friday June 7.
3. Notices will be sent in the next day or so to 3 homeowners who have "for sales" signs (or sold) up and who are in arrears on their accounts. These notices will also be sent to the seller's realtor, so that they are aware of the situation. Three other homeowners with

sales signs up are paying by PAD- realtors will be notified of such with the intent that this information will be shared with the buyer's realtor at the appropriate time so that the PAD account can continue for the home under new owners.

Action 6:

JD to follow up on item 3 above

Amenities Report (June 3):

1. The AC system in the Lounge has failed and Kimco technicians have diagnosed the problem as a failed compressor in the heat pump unit. Kimco has quoted \$3700 to repair the unit and \$5743 to replace it with a 4-ton condensing unit (AC only). We obtained a second quote from Inland Controls for \$3368 to repair and \$4729 to replace the unit with a Lennox 4-ton condensing unit (AC only)

JD discussed the situation with all other Directors by phone on Thurs. June 13, and all agreed that given the considerable repair costs we have made over the past two years to this aging unit (better than 12 years old), it will be best if we replace the unit at this time. Based on the quoted prices obtained, we agreed to go with the Inland Comfort quote. The company was notified on June 13, the unit has been ordered and we expect installation June 16

2. The garbage pail that was in the lounge prior to the flood has not been located. Total Restoration has asked us to replace it and send them the invoice
 - i. *Action: JD to buy a suitable garbage pail*
3. The invoice from OEM for setting up the gym equipment (week of May12) has yet to be received (GW to confirm). JD contacted OEM on June 17 and they will send the invoice within a couple of days
4. JD brought in the TV technician used by the clubhouse to rewire and set up the audiovisual equipment in the lounge. Invoice has not been received as yet (GW to confirm)
5. Re: Cleaning of Lounge and Gym

Action 7:

JD to follow up with Derrick at KLB and request that services be improved or we will find other companies to replace them

Insurance Committee (DF)

DF supplied the Board with a paper copy of all insurance policies to be placed in our Lounge filing cabinet, and to forward JD electronic copies of same for archiving.

Other Items

None

Adjourn and Next Meeting

JD suggested that meeting be changes from biweekly to monthly and all directors agreed. JD moved that the meeting adjourn at 8:20, JR seconded and motion carried. Next meeting (BOD-57) on Monday July 15 2019.