

**Minutes of Meeting
Of The Board of Directors of
The Tower Ranch Community Association (TRCA)
BOD 57**

Date: Monday July 15 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 7:03 with JD as Chairman.

Minutes of BOD–56

JD reviewed and checked the status of the action items from BOD56. JD MOVED the minutes of BOD 56 be approved, seconded by LB and **Motion BOD57-1** carried.

Update on Clubhouse Service Agreement (CF)

CF presented a summary of the June 24 meeting with PLC regarding common issues we have with Carrington, and actions that arose from the meet (and subsequent internal TRCA discussions).

Action 1:

JD to contact James Cronk re the status of the 2019 service agreement budget that we presented to him February 28 2019, to which we have yet to receive any response.

Action 2:

LB to contact Branko Cvoric (PLC) re the strata agreement he referred to during the June 24 meeting and was willing to share with the BOD

Action 3:

LB to contact strata council of B.C re the TRCA setting up a strata agreement without the cooperation of a recalcitrant partner

Update on EAC Arrears (JR)

JR presented a summary of the plan the BOD has enacted to reconcile the situation we face with EAE regarding arrears on rent charges owed the TRCA.

Action 4:

JR/CF to meet with bookkeeping service to obtain a validated invoice statement that the TRCA will present EAC. That statement will be tabled at the next BOD meet on August 19

Action 5:

JR/CF to meet with our attorney to discuss our intent for him to draft a demand letter to EAC on arrears to date. JR/CF will report the outcome of that meet at the next BOD on August 19

Decision on how to proceed with the short term rental issue (JR)

Following discussion, it was determined that the TRCA has little or no authority or influence on the numbers and timing by which EAC can/will build legal suites moving forward. As such, the BOD reaffirms its initial response to the question when asked by EAC months ago- that we have no position on this subject.

The same is true regarding developer (EAC) adherence to building and landscape schemes- The BOD has no position since it has little to no authority and influence in these matters.

COMMITTEE REPORTS

Landscaping (GW)

Action 6:

GW to continue his attempts to contact the City re what can and should be done to improve the tree and landscaping situation of the west side of TRB.

A discussion was conducted 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 7:

JD to contact the owner at 1730 Tallgrass to understand what their agreement with EAC is on the above situation since it may in part be on their property

Legal and Bylaws (CF)

Legal:

Filed 2018 AGM Minutes and 2018 Financials with our lawyer. He in turn has filed with appropriate Federal and Provincial governing bodies.

David Towell is away for all of July which may impact our possible actions re: EAC.

Bylaws:

To reach consensus at BOD 57 re: reply to Bylaw Committee on PLC reaction to proposed changes.

To incorporate changes into initial proposed Bylaws and submit to PLC for final review.

JR MOVED that the BOD authorizes JR to express its thanks to the External Bylaw Committee for the summary document which they prepared, and to advise them to proceed with a complete draft of the revised bylaws for submission to the Board by August 15 2019; seconded by CF and **Motion BOD 57-2** carried

Developer Relations (JR)

BOD to discuss next steps regarding EAC arrears, suites, building scheme compliance and landscape scheme compliance. A similar discussion is required regarding short term rentals in our community, generally.

Finance (GW/CF)

Homeowner statements for 2019 will be sent out the week of August 1 2019

Action 8:

CF to discuss with bookkeeper the budget/actual document during the first week August

GW MOVED that CF be reimbursed \$105.43 for Lounge items purchased; seconded by JD and **Motion BOD 57-3** carried

Communication/ Membership (JD)

Contacted new owner at 1609 TRB- completed membership form and PAD along with a cheque for July fees forwarded to GW. Orientation package was discussed with new homeowners.

JD has introduced Wendy Shaw (Solstice) to Helena Jartved (Tallgrass) who both wish to form a community wide social committee that will be independent of but will vet social activities to the TRCA as warranted.

Master Homeowner's list has been updated to July 9 2019 and the list circulated to GW and our bookkeeping service.

Amenities Report

The new AC condensing unit has been successfully installed. Invoice not yet received

The Lounge garbage pail has finally been replace (thankfully by CF). Total Restoration will reimburse TRCA for the cost.

The situation with the cleaning staff has hopefully been resolved. JD has given them a key to the lounge and gym that can be used after the FOB system inactivates nightly at 10pm. They will clean both the gym and lounge weekly on Sunday evening after 10pm.

Decision needs to be made of purchasing new free weights and exercise mats

Insurance Committee (DF)

DF waiting for a follow up letter from Capri Insurance

Other Items

None

Adjourn and Next Meeting

JD moved that the meeting adjourn at 8:20, JR seconded and motion carried.
Next meeting (BOD-58) on Monday August 19 2019.