



WSFHOA AGM

M E E T I N G N O T E S

October 24, 2007

Meeting called by: Greg Pada, President WSFHOA
Type of meeting: Annual General Meeting
Facilitator: Greg Pada
Timekeeper:
Note taker: Carol Foster

Attendees: Greg Pada, Joanne Krywolt, Carol Foster, Roy Remus
West Springs Farm Homeowners

Please read:
Please bring:

Review old business

Presenter: Greg Pada

Discussion:

Call to order – 7:15

Welcoming remarks – Greg Pada

Challenge keeping the board running with current members.

Discuss minutes from last AGM. Noted that motions were passed at last AGM to have boulevards cut and maintained and to have missing stones replaced on the retaining walls on the gate. This should have been recorded in the minutes so that there was no further question about what was in scope for the landscaping contract.

Noted that we have quorum

Motion: accept minutes
Seconded: Shirley Sharp
Passed.

Conclusions:

We need to ensure that motions that are passed are recorded in the minutes as a record so there is no question about what has been decided.

Action items:

Person responsible:

Deadline:

Record decisions in minutes

Carol Foster

N/A

Other Information

Observers:

Resource persons:

Special notes:

Financials

Presenter: Joanne Krywolt

Discussion:

Reviewed 2007 interim financial report. Under spent on landscaping last year because contract was secured later in the season. Element gave us further breaks on the cost because some areas weren't FAC'd. This year will be more due to more FAC'd areas and special projects such as irrigation, completion of landscaping, etc.

- Approx. \$20,000 plus for regular maintenance
- \$1700 for signage maintenance
- Outstanding fees: \$26,000
- Owing from previous years still approximately \$20,000. Some homeowners still aren't paying, but we are getting the money when the properties are sold. Suggested that we find ways of encouraging homeowners to pay annually

Motion to send letters to delinquent homeowners to communicate that an interest rate will be charged for late payment.

Seconded: Tim Nyitrai

Passed

Contact lawyer to get this set up. Communications to homeowners via (registered?) letter then go to city?

Prioritize according to years overdue. 3 plus prime calculated monthly interest

Critical because our operating costs are at about 75%. Need to collect.

Suggested to contact Don Davies for condo operational guidelines.

Issues: Need to get financials or 2004

Need to talk to Peter Zerita

GIC was opened for HOA account – better interest rate

Conclusions:

Find out more info on how we can get homeowners to pay before it comes to selling.

<i>Action items:</i>	<i>Person responsible:</i>	<i>Deadline:</i>
RE: Follow up with a lawyer regarding what action can be taken - George Mylonas RE: 2004 financials – Greg Pada		

Other Information

Observers:

Resource persons:

Special notes:

Landscaping, Irrigation & FAC

Presenters: Roy
Remus/Carol Foster

Discussion:

Landscaping update:

Reviewed what has been done, planning for next year and any special projects. Update also provided in newsletter. Perennials and annuals on the gate died off due to lack of water. Landscaping plan for flowers has been drawn up and given to Element to do in spring
Tree pruning quote has been rec'd from Arbor Care but need to know whether boulevard trees are ours to maintain

Spraying area by Old Banff/need to coordinate anything we do there with the city.

City has asked that mulch from tree wells be removed – concluded that homeowners are putting the mulch there as Element is not.

Alleyway – call 311 to fix – draft letter to homeowner
Who maintains: HOA or city?
Action – call from Kenny Lim to City parks n rec.

Terracing wall – we should include in our budget. George will get one of his masons from the condos to fix. Roy will meet with the Mason to complete.
Because of the way Morrison has set it up, some homeowners will do it others won't

Irrigation:

City turned off water and we couldn't get it back on quickly
Pipes have been blown out for the year
Explanation of areas (map in newsletter)

FAC:

Last piece is Old Banff Coach Rd to 73rd street – still outstanding. Boulevard is FAC approved
Issue holding up FAC is that the city is holding up the FAC process – can't get the completion certificate. Only thing George can do is submit deposit based on 2 previous quotes. City suggested that Landstar work with Statesmen.

HOA maintains the boulevard up to the sound fence – George had rails replaced on the 2 rail fence - HOA has to maintain the fence – enhanced facility
City is supposed to give us money to maintain the trees or maintain themselves.

Wall/walkway/parks/pathway – city will maintain once it has been turned over

Conclusions:

Action items:

Person responsible:

Deadline:

RE: FAC: George will organize a lunch with Peter & Roy
RE: Spraying area by OBCR – check with City - Roy

N/A

N/A

Other Information

Observers:

Resource persons:

Special notes:

New Business

Discussion:

Audit: if we appoint 2 board members we can avoid an audit acceptable by registry – looking for volunteers
 Pat Bednar and David Sandbrand volunteered
 Motion to accept Pat and David as auditors: Roy Remus
 Seconded: Joanne Krywolt
 Passed.

Need to appoint additional people to board to assist:
 Communications Person? Need to act as a conduit with community
 Landscape Director?
 Social Director?
 Special Projects?
 Recommendation to have a sponsorship position – to coordinate with social functions
 Dave will transfer the westspringsfarm URL to HOA
 Dave will manage the web project with George

Nomination of Board:

President: Roy Remus - passed
 Vice President: vacant
 Treasurer: Greg Pada - passed
 Landscaping: Nominated: Debra Wong (expressed interest by email)
 Special Projects: George Mylonas- passed
 Secretary: Carol Foster – passed
 Social Director/Communications – Pat Bednar – passed
 Special Projects – David Sandbrand - passed

Noted that minutes should be typed up and mailed out.

Idea to challenge other HOA's to a landscaping challenge – trophy?

Adjourn Meeting: Move to adjourn, George Mylonas seconded.

Conclusions:

Action items:

Person responsible:

Deadline:

RE: Complete Audit – Pat Bednar/David Sandbrand

Other Information

Observers:

Resource persons:

Special notes: