

## MINUTES

Date: 20 <sup>th</sup> January 2020	Westmount Homes Association	Start: 18:30 Finish: 19:40
Attendees	John Rudzinski (Grounds Chairman) Sharon Kralicek Vice President) Ian Morris ( <b>New on The Board</b> ) Sam Harpalani ( <b>New on The Board</b> ) Michelle Van Mill (Treasurer) ( <b>New on The Board</b> ) Denise Mason (Social Chair) ( <b>New on The Board</b> )	JR SK IM SH MV DM

Apologies	Beverly Kitts (President)	BK
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Other Attendees	A total of 16 HOA members attended the meeting. <b>Note</b> – May I please request that moving forward all members print their first and last name to be included within the minutes?
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### December Minutes

After a briefing and the minutes being read by SK, it was agreed that the minutes would be amended to include comments made regarding renters being able to receive the newsletter as well as homeowners.

After agreement that they would be amended the minutes were approved by JR and seconded by MV.

### New Board Members

SK formally thanked the new volunteer board members and informed the board that they had already nominated MV as the treasurer and DM as the Social Chair, the remaining duties were Secretary and Communications roles. It was agreed that SH would take the role of Newsletter/Communications and IM would take on Secretarial duties.

HOA members made comments that while they were happy for DM to be a board member, they were not happy with the boards approach to this. Everyone agreed to move forward but wanted clarity from now on.

A formal thank you to the outgoing board member Barb Kolom for all her work the last few years.

### Financials

JR reviewed the financial, items noted: -

Legal fees were in line with previous comments made by BK.

The largest expenditure for the month had been the leaf clean up.

The board was informed for new appointees purposes all bills were paid for by HA-KC.

Delinquency report - the board was informed that 8 homeowners were behind with their fees.

Snow costs were not within this month's costs – will be on January's expenses. Moving forward there would be a discussion on when to call the snow removal company out as this is a high expenditure and while safety of all HOA

members is paramount we may be able to investigate options. Please keep in mind that since the Certificate of Substantial Completion might have to be changed as it stipulates that snow should be removed "after any accumulation of four inches (4) or more.

In general, we have around a 12-month buffer within the accounts which was generally felt to be an acceptable level.

HOA members requested a clearer and better way for them to have sight of the finances prior to them being approved by the board on an annual basis in line with guidance. It was suggested they should be distributed prior to being approved and a projected budget for the following year needs to be provided, "at the annual meeting. This suggestion will be discussed for next year's budget.

MV will review finances moving forward.

Financials were approved by MV and seconded by IM and The board voted to accept the financials as being in order.

### **Lawns & Grounds**

JR reported he had been carrying out re-tenders from 3-4 other contracting companies and that so far only one company appeared to be competitive but still not in line with TLC costs. JR will continue working on this process as the TLC contract runs out at the end of December 2020. JR commented that he felt TLC fees would also increase moving forward.

### **Property Valuation Committee**

BK had arranged with a volunteer Joe English to have a property Valuation Committee, duties and actual tasks to be agreed moving forward. JR will advise at the next meeting what this committee intends to achieve. It was noted that under the By-Laws, we are required to have a minimum of 2 board members on this committee.

### **HOA Members**

The By-Laws were discussed, and members wanted to understand why the board appeared not to understand such rules and that as board members it was their duty to ensure that they acted/understood and embraced these guidelines/rules. After further discussion both JR and SK stated that they have read and do refer to them while making board decisions.

It was requested that we have a more appropriate method for HOA members to be able to have sight of the financial reports, previous minutes, agenda etc. It was suggested that this information either be printed and issued to attendees or posted via a PowerPoint method.

A member complimented TLC on there assistance in clearing his driveway.

A member requested if we had received the funds back from the roof repair paid for from Westmont Funds. It was noted that the funds have not yet been received, but we believe the property has been sold so we should be receiving this shortly according to JR.

The subject of the legal fees and the fact the these would not be recouped was discussed and MV suggested that we move on from this subject as this is in the past (old business). SK acknowledged the homeowners concern.

Members brought up the subject of Board members not adhering by the rules, and the fact that there appeared to be inconsistencies, as board members the homeowners felt it was there duty to act under the guidance of the By Laws, Both SK and JR stated they always attempt to operate within the guidelines of the By Laws.

*A motion to adjourn the meeting was made and seconded. The meeting was adjourned.*