

MINUTES

Date: 17 th February 2020	Westmont Homes Association	Start: 18:30 Finish: 19:23
Attendees	Sam Harpalani (Newsletter/Communications) Beverly Kitts (President) Sharon Kralicek (Vice President) Denise Mason (Social Chair) Ian Morris (Secretary) John Rudzinski (Grounds Chairman) Michelle Van Mill (Treasurer)	SH BK SK DM IM JR MV

Apologies	SH apologized for being late due to work commitments	
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Other Attendees	Teresa Burns Miluska Del Pozo Nancy Kocouvell Steve Mason Denise Niemckl Don Niemckl Murry Ruben Linda Stogsdill Robert Tice	
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January Minutes

Minutes for January 2020 were approved by BK and seconded by JR

Presidents Report

BK reported that the \$6,100 for the roof repair had been fully paid. Nothing else to report.

Financials

MV reviewed the financials, items noted: -

MV reported that the preliminary review of accounts showed that they appear to be in order, they have requested an adjustment by the HA-KC for the \$222 fees which were the winners of the HOA annual meeting raffle took place in December, to adjust these amounts to expenses.

As mentioned by BK, MV made the board aware that roof payback was shown within the financials.

MV discussed two Liens on properties, one which has now been removed after the sale of the property and the second is due to completed sales in March after which the lien will be removed.

JR reported that while the snow payment had been made, this will be (due to timing) shown on the financials in the February statement.

MV reported that as liens and unpaid fees are not itemized as they have homeowners' details, but reported they are shown as one figure with the accounts.

Delinquency report - the board was informed that 8 homeowners were behind with their fees. It was further reported that other unpaid fees are being monitored and some homeowners are clearing on a regular basis in small amounts.

Vice Presidents Report

SK reported that she had not received ACR applications since the last meeting.

Nothing further to report.

Lawns & Grounds

JR reported that everything was in order and that he continued to monitor snow requirements. JR reported that the contract with TLC snow removal was only on an "as used basis" and therefore if not used we don't incur the costs. JR also reported that as previously discussed TLC has a contract for 2020, he was continuing to get bids, and highlighted concerns that these costs looked to be much higher than we presently pay. While the actual amounts were not yet clear, but would be shared with the board when all bids are in.

Social Chair

DM addressed the meeting with several items to be discussed:

- Garage sale date was agreed to take place on 14th, 15th & 16th May 2020, SH to ensure this is in the Newsletter.
- The annual meeting will be on October 20th, 2020.
- The subject of food was brought up by DM, should we provide food at the AGM, a HOA homeowner stated that we did not in fact do this several years ago and it was an attempt to get homeowners to attend, and that with the suspected increase in other costs why do we not provide food. BK stated that this does cost us around \$2000 and with the lawn costs believed to be increasing 1.5 to 2 times, this would be a savings. SK requested the board to consider this and BK agreed to vote on the matter at the next meeting. JR & MV stated that the turnout at the meeting is not great as people just don't attend the meeting, JR suggested perhaps a desert only. SK felt it was a great time to meet your neighbourhood.
- Men's coffee morning or knitting get together? A suggestion for the board and residents to think about, to be further discussed.

Other General

New welcome packs were brought up, SK has the letter and will share with the board, it appears we are not getting up to date new residents moving into the neighbourhood reports? It was not clear whose responsibility this comes under, generally agreed to split among the board. BK and SK to distribute to ones we know about. Ensure we put in newsletter as and when we are aware. SH to contact HA-KC and request a formal method of being updated for new residents with an email, so this can be added in the newsletter and let the board know for the new pack to be distributed. MV & KB in SH absence agreed to chase the HA-KC up and pass details on.

BK brought up adding the HAO fees form within the pack, it was also discussed for those monthly via direct payment if they could not send envelope every month as this is a cost not necessary.

The directory was brought up, being out of date at the time of print, but generally agreed to continue this process.

SH requested if we could send newsletters out monthly via email, but the HOA Board agreed they do not want this as only 70 plus members are on the email list.

SH requested the board, President, Vice President, Financial and Lawn Chairman forward their report to her to be included within the newsletter. SK requested IM provide highlights of the board meeting. SH to let the board member know when she requires this.

BK raised the issue of board vacancy rotations under the by-laws, this could be IM, SH or MV only serve 2 years or the new member next year to serve a one-year term. MV stated she would be happy to do this. IM suggested we wait to see everyone's personnel circumstances closer to the annual meeting in October.

BK requested the board review the substantial completion document and look at the changes for snow removal, late interest, late fees and trimming of trees and anything else they feel necessary that requires updating. This would then be required to go out to all homeowners for agreement and be notarized. BK wanted to ensure we are in line with the service we actually provide for clarity.

Tree and shrubs trimming were brought up. One HOA member stated they do not do the front of her property. It was agreed if this happens please contact JR and he will address. A HOA homeowner brought up the costs of tree works and aeration etc and the heavy costs, that people come to expect these. This is not happening now as we do not have the funds.

HOA homeowner discussed snow clearing, and what we thought we would add into the substantial completion document. IM suggested that perhaps we should state 3" and weather dependant, so we don't call the contractors out under false pretences. JR stated as they start the process extremely early, it is very difficult to control and something we need to consider moving forward. Once the team mobilize for clearing, we are contracted to pay them. Discussions took place on snow levels for clearing, it will need to be agreed in preparation for the next bid, JR mentioned this is very costly and requires appropriate control.

Property Valuation Committee

JR informed the board that he had nothing formal to report. No actions/suggestions were agreed, the next meeting will be in March and Joe English will act as the chairperson. It was discussed that only a few people turned up, due to confusion and the newsletter being issued post the meeting. IM suggested the next meeting to be included within the newsletter.

HOA Members

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