



Springside Residents' Association
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Meeting Minutes from the September 26, 2017 Board of Directors Meeting

Present: *Jeb, Ali, Axel, Dan & Sean*

Regrets: *Jason & Jacklynn*

Absent: *John*

Meeting was called to order at 7:30pm.

1. Approved meeting minutes from September 7, 2017. Minutes will now be added to the website.
2. Fee Collection. 93% of 2017 fees have been collected. This equates to 40 overdue accounts. 18 of these owe 2+ years, have been issued 5 notices and will be sent to collections next week.
3. The pillar that recently collapsed on the stucco fence has been repaired. An email inquiry from a resident was received pertaining to the paint colour of the fence and based on this feedback the website will be updated to make this information both more prominent and accurate.
4. The contract for holiday decor has been submitted to Foothills. The entrance feature planters at WW Drive/85th Street have been removed and two additional planters have been added at WW Drive/WW Road as well as WW Drive/WW Link. This change results in a savings over last year.
5. Reviewed the budget and actuals to-date for 2017. Everything is on track for the fiscal year. This information will be brought up-to-date and included in the upcoming AGM presentation.
6. Bylaw Update Project – Ali is still waiting for feedback from legal counsel. Final approval of the bylaws will likely happen via email so that the deadline can be met for sending the documents out 21 days prior to the AGM (as per the bylaws) so they can be approved at the upcoming AGM.
7. Annual General Meeting – the meeting space at the Co-op has been re-booked (again) for both November 13 and 20 from 7-9 pm (all dates previously considered were too soon as the bylaws were not yet ready). A notice will be mailed via Canada Post to all homes notifying them of the AGM as well as the primary changes to the bylaws and include a printed copy of the proposed bylaws. No roadside signs will be posted as this notice will provide the required 3 week notice.
8. A draft of the AGM presentation will be distributed to all board members for feedback following the meeting. All feedback will be given via email and incorporated into the final presentation.

9. An initial 2018 budget was presented. This proposed budget will be included in the upcoming AGM presentation and will hopefully initiate some ideas from residents of things they would like to see completed in 2018 or planned out for completion in future years. Proposed budget below.

Estimated Opening Bank Balance	\$155,000
Revenue Estimates	
2018 Annual Fee	\$76,125
Interest	\$200
TOTAL REVENUES	\$76,325
Expense Estimates	
Annual/Ongoing Expenses	
Basic Landscaping (contract)	\$60,000
Contractor's Services	\$20,000
Administration	\$8,000
Insurance	\$1,500
	<u>\$89,500</u>
One-time/Project-based Expenses	
Stucco fence maintenance - pressure washing	\$5,000
Enhanced Landscaping - rehab ground beds along WW Drive	\$8,000
Enhanced Landscaping - add permanent pots around the community	\$2,000
Community Event	\$5,000
	<u>\$20,000</u>
TOTAL EXPENSES	\$109,500
Net Profit/Loss for the Fiscal Year	-\$33,175
Estimated Year End Bank Balance	\$121,825

10. New Business

- Four new benches that were asked to be replaced were recently refurbished by the City.
- It was decided that a proxy form will be created, added to the website as well as issued inside the AGM packages to all homes for the upcoming AGM in the hopes of meeting quorum at the first AGM and eliminate the need for hosting a second AGM a week later.

Meeting was adjourned at 9:25pm. Next meeting will be the AGM on November 13, 2017 @ 7:30pm.