



*Springside Residents' Association*  
406, 917 85 Street SW, Box 142 • Calgary, AB T3H 5Z9

*Website: www.springsideresidents.com*  
*Email: info@springsideresidents.com*

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## **SRA Board of Directors Meeting Minutes – May 3, 2018**

Meeting called to order at 6:36 pm

**All present / Quorum met:** Tom Dickey (President), Michella Pritchard (Vice-President), Brenda Merz (Treasurer), Michael Schlueter (Secretary) and John Park (Director at Large).

1. Review/approve April 5<sup>th</sup> meeting minutes – a 3<sup>rd</sup> draft was distributed today; however, not everyone had an opportunity to review it. Tom made a motion to defer the approval of the April 5<sup>th</sup> minutes to the next meeting (or via email, if possible). Michael seconded. Motion carried.
  - Moving forward, meeting minutes are to be issued within one week following each meeting. All errors and omissions will then be gathered and incorporated via email so that the minutes can be quickly and easily approved at the start of the next meeting.
  
2. Financial Update
  - Brenda has compiled the 2017 financial statements, but is waiting for Insight Condos, who prepared the 2016 financial statements, to provide details of a potential discrepancy before finalizing the 2017 financials. Once both are ready, Brenda will follow-up with a member who has generously volunteered to audit both statements.
  - Brenda presented an A/R report containing 95 addresses all in arrears (*specific details will not be shared below due to the confidential nature of the subject matter*).
    - Two residents owe only \$8.75 in late payment interest. Tom made a motion to write-off these small amounts. John seconded. Motion unanimously passed.
    - 84 residents still owe their 2018 fees of \$125.
    - Two residents owe both their 2017 and 2018 fees + interest (\$258.75).
    - Four residents have made some payments, but still owe fees and/or legal fees.
    - Two residents owe their 2016, 2017, 2018 fees + interest as well as legal fees.
    - One resident is in good standing for ALL fees, but the funds have not yet been forwarded to the Association from Bridgeland Law. In fact, Bridgeland Law needs to forward funds for a total of five accounts in the amount of \$1,366.19.
  - Michael made a motion to waive past arrears and accept a series of partial payments to collect the 2018 fees from one resident in the interest of being community-minded. A vote was held with two (Michael & Michella) in favour and three (Tom, Brenda & John) against – motion failed.
  - Brenda will work on putting together a firm reminder notice for the 86 residents owing one or two years of fees for immediate distribution to these homeowners.
  
3. Legal Update
  - Tom made a motion for Michella to leave the room for this discussion due to a conflict of interest. A vote was held with three (Tom, Brenda & John) in favour and two (Michael & Michella) against – the motion carried.
  - John spoke with Richard John of Bridgeland Law. The Association made an error in collecting fees directly from any homeowners whose accounts had been forwarded to Bridgeland Law for collection. The Association will now have to pay these legal fees.



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- Tom made a motion that John be empowered to negotiate a settlement on all accounts that had been forwarded to the lawyer and then charge back all the legal fees paid to these residents as per the encumbrance registered on each of their titles. If any of them should default on paying these fees, the lawyer will be re-hired to pursue them again. A vote was held with three (Tom, Brenda & John) in favour and one (Michael) against. Michella was still excused from the meeting for the vote.
4. City Update – Tom has followed-up with Henrik and Tammy from the City and heard nothing back. Tom will follow-up again. *Update: Henrik sent community maps on May 4<sup>th</sup> for mark-up.*
5. Landscaping & Maintenance Update
- There are a total of 12 in-ground beds along both sides of Wentworth Drive. Four are in decent shape and will not be touched. The other eight need some maintenance. Option #1 is to refurbish these beds as is for \$8,000. Option #2 is to purchase eight above ground planters and place them in the same locations as the existing beds for an amount that is still to be determined (approximately \$1500 per planter). \$10,000 was set aside in the budget for this project. Tom made a motion to approve up to \$15,000 for this enhancement project. Brenda seconded. Motion unanimously passed.
    - Michella suggested that John should try to negotiate on the existing contract to see if there is any opportunity for additional savings that could offset the costs of this Wentworth Drive landscaping enhancement project.
    - Brenda suggested that landscaping enhancements be made to the boulevard along 77<sup>th</sup> Street as well as at the entrance to West Jensen Place. This idea will be tabled for another year both due to the expense, but also because of the construction traffic coming from the development of the adjacent community.
    - Michael suggested landscaping enhancements to other areas of the community be considered... areas that aren't perhaps as close to the community's common spaces. This idea will also be tabled for future consideration as common spaces don't exist in all areas so the feasibility of such an idea is uncertain.
  - John received one quote for pressure washing the community-facing side of the stucco fence for \$2,520 and is waiting for one more quote from Foothills. The fence facing Bow Trail will not be washed because of the construction mess that will result from the widening of Bow Trail. Tom made a motion to approve the project as long as it stays within the budgeted \$5000. Michael seconded. Motion unanimously passed.
  - John and Michella will work on tendering out the landscaping contract for 2019+.
6. Garage sale update – the community-wide garage sale will be held on Saturday, May 26<sup>th</sup> from 8am to noon. 14 homes have already registered for the sale and been added to the map on our website. The Association will once again combine advertising efforts with Wentworth placing road-side signs in and around nearby communities to promote the sale two weeks prior. There will also be a small write-up in each of the three free newsletters distributed to homes. One email has already gone out to the membership (April 18). Another will be sent May 16/17.



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7. Special Meeting Q&A – everyone is to read the questions asked at the special meeting and review the answers Tom provided that evening. Email any feedback on the answers to Tom within the week (by May 9<sup>th</sup>) so that this document can be finalized and added to the website.
  
8. Other Topics
  - Annual General Meeting – four dates are being considered for the AGM (September 19<sup>th</sup> or 26<sup>th</sup> or October 3<sup>rd</sup> or October 10<sup>th</sup>). Everyone is to rank these dates in order of their preference or if one of them is an absolute no indicate such – then let Tom know soon.
  - Bylaws – a few members of the community have already drafted new bylaws for the Association. Michella is going to distribute a red-lined version of the existing bylaws for the other members of the Board to review so everyone can understand the changes. The next meeting (June 7<sup>th</sup>) will have a small agenda and the remainder of the meeting will be set aside to working on the bylaws. The Board will be looking for approval from the membership at the AGM. Everyone is to review the bylaws before the next meeting.
  - Community Survey – Michella has drafted a survey, but a meeting will need to be set aside to review the questions. Perhaps this can be done at the July meeting. The timing for issuing the survey will also need to be considered (i.e. pre- or post-AGM).

The meeting was adjourned at 8:47 pm with an in camera session with only Directors to follow.

The next meeting is Thursday, June 7, 2018 at 6:30pm in Amica's private dining room.