



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

*Website: [www.springsideresidents.com](http://www.springsideresidents.com)*  
*Email: [info@springsideresidents.com](mailto:info@springsideresidents.com)*

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## **SRA Board of Directors Meeting Minutes – September 25, 2018**

Meeting called to order at 6:46 pm

**Present / Quorum met:** Tom Dickey (via telephone), Brenda Merz, Barbara Eliuk & Michella Pritchard

A Springside resident came for the start of the meeting and presented a petition signed by 65 residents (2 of 65 signees did not match the resident's names on record) petitioning the Board convene a Special Meeting to address and vote on a number of concerns relating to transparency and management.

***The Board would like to thank this resident for attending. The Special Meeting will be planned. All residents are encouraged to attend a meeting if they have any comments, questions or concerns.***

Once the resident left, it was determined that the planning for the Special Meeting would happen at the October meeting. In the interim, the Board would discuss only the necessary meeting agenda items.

Michella then indicated she has been in discussions with the City about an agreement between the Association and The City of Calgary. According to Michella, without a signed agreement the Association is encroaching on City property. She went on to say that until this agreement is in place, she doesn't think the Association should be conducting any further landscaping bid work. Michella is to forward her communications with the City as well as the agreement to the rest of the Board. Tom then stated that the Board is aware that the City would like to enter into an agreement with the Association, but there is no urgency to it being put in place nor does it stop the Association from carrying forward with its work.

Michella also let it be known that she is in agreeance with the petition to hold a Special Meeting. She completely disagrees with the way Tom has been managing the Association and sees no point in continuing any of the board's work. All members of the Board (except Michella) express their concerns that Michella is sharing information from these meeting with the group petitioning for a Special Meeting.

1. All board members, except Michella, approved the August 16th meeting minutes within a day of receipt. Tom asked about her non-response at which point she indicated she has not reviewed the minutes and that she also does not read any emails sent from [info@springsideresidents.com](mailto:info@springsideresidents.com) because they are coming from the contractor versus a volunteer board member. Tom reiterated that it's her responsibility, as a board member, to read emails pertaining to Association business from whomever they come from. A vote was held to pass the meeting minutes – all those who read the minutes approved them as distributed on August 24th. Michella had not read the minutes.



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## 2. Financial Update

Brenda shared a Profit & Loss Statement and Balance Sheet – both of which can be found at the conclusion of these minutes. Further discussion is required with regards to a capital reserve fund for the community stucco fencing and how we will budget going into 2019.

Brenda shared the current A/R Report which is now at \$8,488 and shows only 12 residents owing money to the Association (report can be found following the minutes). Ten owe only their 2018 fees of \$125. Two homeowners owe for legal fees that the Association had to pay on their behalf when these residents, going through the collections process, paid only their outstanding annual fees directly to the Association and not the applicable legal fees to Bridgeland Law. Invoices for these outstanding fees were issued via registered mail to these homes in August; however, one invoice was not picked up and was returned to the Association. This invoice was presented directly to applicable board member during the meeting. All invoices for outstanding legal fees have now been delivered. Legal fee recovery accounts for 85% of the A/R now. Tom was going to reach out to Bridgeland Law to learn more about possible next steps for these two accounts.

## 3. Landscaping Update

Michella did not bring a short list of bidders or a finalized RFQ even though both items were on the meeting agenda. Michella said she would email these documents to the rest of the board members later tonight after the meeting. She also indicated she refuses to move anything forward without an agreement signed with the City of Calgary.

The cost to add winter décor to the eight new planter pots will be an incremental \$1840 + GST over what was already included in the landscaping contract (\$2500). A motion was put forward by Tom to add winter décor to the eight new pots as was done previously in the community at the cost of <\$2000. A vote was held and it was unanimously agreed upon to spend this extra money.

All other agenda items were tabled as a result of the petition. The next meeting will focus on planning the Special Meeting. The date for this meeting has been tentatively scheduled for the date that was previously selected for the AGM – Wednesday, November 14, 2018.

The meeting was adjourned at 8:08 pm.

The next meetings are as follows:

- Thursday, October 4, 2018 at 6:30pm in Amica's private dining room.
- Thursday, November 1, 2018 at 6:30pm in Amica's private dining room.
  
- Tentative Special Meeting: November 14, 2018 at 7:30pm in Amica's Theatre Room.



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6:17 PM  
 09/21/18  
 Accrual Basis

**Springside Residents' Association**  
**Profit & Loss**  
 January through December 2018

	Jan - Dec 18
Ordinary Income/Expense	
Income	
Annual Dues Income	76,125.00
Interest Income	58.10
Late Payment Fee Income	365.34
Legal Fee Recoveries	7,833.57
Total Income	84,382.01
Gross Profit	84,382.01
Expense	
Administrative Expenses	
General Administration	25,163.93
Online Payment Services	2,332.07
Website Maintenance	2,078.40
Total Administrative Expenses	29,574.40
Bad Debt Expense	24.99
Collection Expenses	
Collections Administration	1,416.47
Legal Fees	7,833.57
Total Collection Expenses	9,250.04
Community Events	558.60
Insurance	1,018.42
Maintenance	
Fence Maintenance	2,709.00
Landscape Maintenance-Contract	37,185.75
Landscape Projects-Extras	7,686.00
Total Maintenance	47,580.75
Total Expense	88,007.20
Net Ordinary Income	-3,625.19
Net Income	-3,625.19



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6:19 PM  
09/21/18  
Accrual Basis

**Springside Residents' Association**  
**Balance Sheet**  
As of September 25, 2018

	Sep 25, 18
<b>ASSETS</b>	
Current Assets	
Chequing/Savings	
Bank - ATB Chequing	148,482.57
Total Chequing/Savings	148,482.57
Accounts Receivable	
Accounts Receivable	8,488.05
Total Accounts Receivable	8,488.05
Other Current Assets	
Prepays & Deposits	21.67
Undeposited Funds	1,024.24
Total Other Current Assets	1,045.91
Total Current Assets	158,016.53
<b>TOTAL ASSETS</b>	<b>158,016.53</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Retained Earnings	161,641.72
Net Income	-3,625.19
Total Equity	158,016.53
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>158,016.53</b>



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**Springside Residents' Association  
 Accounts Receivable Summary  
 September 25, 2018**

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 365	> 365	TOTAL	Status	Comments
1	0.00	0.00	0.00	125.00	0.00	0.00	0.00	125.00	Current year only	Invoice Returned to SRA, invoice resent to alternate address
2	0.00	0.00	0.00	125.00	0.00	0.00	0.00	125.00	Current year only	
3	0.00	0.00	0.00	125.00	0.00	0.00	0.00	125.00	Current year only	
4	0.00	0.00	0.00	125.00	0.00	0.00	0.00	125.00	Current year only	
5	0.00	0.00	0.00	125.00	0.00	0.00	0.00	125.00	Current year only	
6	0.00	0.00	0.00	125.00	0.00	0.00	0.00	125.00	Current year only	
7	0.00	0.00	0.00	125.00	0.00	0.00	0.00	125.00	Current year only	
8	0.00	0.00	0.00	125.00	0.00	0.00	0.00	125.00	Current year only	Reissued to new owners
9	0.00	0.00	0.00	125.00	0.00	0.00	0.00	125.00	Current year only	
10	0.00	0.00	0.00	125.00	0.00	0.00	0.00	125.00	Current year only	
11	0.00	6,900.00	0.00	0.00	0.00	0.00	0.00	6,900.00	Legal Fees	Sent Registered Mail 08/08/18
12	0.00	338.05	0.00	0.00	0.00	0.00	0.00	338.05	Legal Fees	Sent Registered Mail 08/08/18
<b>TOTAL</b>	<b>0.00</b>	<b>7,238.05</b>	<b>0.00</b>	<b>1,250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,488.05</b>		

Breakdown by Category		% of membership	% of total AR
Current Year only (not with Legal)	10 homes	1.6%	14.7%
Legal Proceedings	0 homes	0.0%	0.0%
Legal Cost Recoveries	2 homes	0.3%	85.3%