



## SRA Board of Directors Meeting Minutes – September 9, 2019

<b>Board Members in Attendance:</b>	Tom Dickey, Shelley Nordin, Andrew Berry, David Mallabon and Brenda Merz
<b>Regrets:</b>	Myrna Moline (resigned)
<b>Volunteers in Attendance:</b>	---
<b>Guests in Attendance:</b>	DBH Law – Christina Herbert / Andrea Mitchell

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### Call to Order and Quorum:

Tom Dickey called the meeting to order at 6:35pm.

Directors in attendance constituted quorum (4 / 5 Directors). Tom Dickey chaired the meeting and Brenda Merz acted as minute-taker.

### Resignation (T. Dickey)

Myrna Moline has resigned from the Board of Directors effective September 3, 2019. The Board members would like to thank Myrna for all her contributions to the Board and the Association. David Mallabon has agreed to take on the responsibilities of the Secretary.

### Approval of August 8, 2019 Board Meeting Minutes (T. Dickey)

The meeting minutes from the August 8th Board Meeting were distributed to members in attendance via email in the week following the meeting. For the September 9th meeting, all comments were incorporated into the minutes and agreed to.

**MOTION:** Approval of August 8, 2019 Meeting Minutes.

*Moved by:* Brenda Merz

*Seconded by:* Tom Dickey

*Carried* (Unanimous)

### DBH Law Presentation

DBH Law had reached out to the SRA to offer services for the collection of our outstanding resident association fees and were invited to present to the Board. DBH Law currently act for a number of Resident Associations in the City of Calgary and have done collections for approximately 10 years. The representatives of DBH Law outlined the standard process that they follow in the collection process. Further discussion outlined how this could be tailored to meet the needs of the SRA. This collection process would not pose a



Springside Residents' Association  
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cost to the SRA, but would be the responsibility of the homeowner in arrears. Once the DBH Law representatives had left, more discussion ensued around the merits of using a new Legal firm for collections.

**MOTION:** A motion was made to engage DBH Law to pursue collection of fees from the one homeowner that owes for 2018 & 2019 Fees.

*Moved by:* Brenda Merz                      *Seconded by:* Tom Dickey                      *Carried* (Unanimous)

**Treasurer's Report** (B. Merz)

August 2019 Financial Statements reflect idle cash invested in short term investments and accrued interest receivable being generated. There were no questions from the Board Members related to the Financial Statements.

**MOTION:** Accept the August 2019 Financial Statements as presented.

*Moved by:* Tom Dickey                      *Seconded by:* David Mallabon                      *Carried* (Unanimous)

**Accounts Receivable & Fee Collection Update**

SRA fees owing at August 31, 2019	2019 Fees only – 26 homeowners 2018-2019 Fees – 1 homeowner Legal Fees – 1 homeowner
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SRA fees owing at September 9, 2019	2019 Fees only – 14 homeowners 2018-2019 Fees – 1 homeowner Legal Fees – 1 homeowner
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**Fence Maintenance** (T. Dickey & A. Berry)

Andrew to provide a list of maintenance activities required for fence maintenance, develop a plan for future maintenance and set up a Budget for outgoing years.

It was gratefully noted that someone (not the SRA) painted over the graffiti that appeared on the stucco fence facing Bow Trail around the end of August. Recognizing this the board members debated having paint available to paint any further events such as this.

**MOTION:** Purchase 2 – 5 gallon pails of paint (up to \$500) to be available to paint over acts of vandalism on the community stucco fence.

*Moved by:* Tom Dickey                      *Seconded by:* David Mallabon                      *Carried* (Unanimous)



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**Holiday Décor** (T. Dickey)

Discussed the option to have Holiday Décor again in the planters to be provided by Foothills Landscaping. Cost would be similar to 2018.

**MOTION:** Engage Foothills Landscaping to provide Holiday Décor in 8 large planters along WW Drive, 4 medium planters and 2 smaller planters for a cost of \$4,000 + GST.

*Moved by:* Tom Dickey    *Seconded by:* David Mallabon    *Carried* (Unanimous)

**WebHosting** (S. Nordin)

Continuing to work to move the Springside Residents' Association website to a new host.

**OUTSTANDING BUSINESS**

**AGM Action - Bylaw Changes** (T. Dickey)

Changes to the Bylaws, as voted on in the Annual General Meeting in February 2019 have been made and mailed to Edmonton for filing as per the Societies Act info online. An updated copy of the revised Bylaws will be posted on the Website.

**Capital Reserve Fund Study – Stucco Fence** (T. Dickey & D. Mallabon)

David Mallabon presented proposals from the two Engineering companies that had prepared the reserve studies for the condo boards in our community with the goal of obtaining a reserve study for the SRA related to the community stucco fences which the Board will present at the 2020 AGM. The proposals were reviewed, and one company was selected to move forward with.

**MOTION:** Authorize maximum spend of \$1,000 to engage Reliance Asset Consulting to perform a reserve fund study related to the community stucco fences

*Moved by:* Tom Dickey                      *Seconded by:* Brenda Merz                      *Carried* (Unanimous)

**Landscaping** (T. Dickey and A. Berry)

The City of Calgary contact the SRA had been using is no longer with the City. Tom is searching for a new contact. Specific items for discussion will be:

- Agreement between the City of Calgary and the SRA
- Cleanup of Bow Trail & 85<sup>th</sup> Street and repair of stucco fencing due to damage from construction
- Tree maintenance (pruning) along Wentworth Drive



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- Sandblast fence pillar on Bow Trail to clean up graffiti
- Fence @ Bow Trail pedestrian crossing & pathway – requires reinforcement

**Community Event Planning** (S. Nordin and T. Dickey)

Board members will present event options and proposed timing at the October 3<sup>rd</sup> board meeting.

**Meeting Adjournment**

**MOTION:** Adjourn meeting at 8:40 pm

*Moved by:* Brenda Merz

*Seconded by:* Shelley Nordin

*Carried (Unanimous)*

**Next Meeting**

Thursday, October 3, 2019 at 6:30pm in Amica's private dining room.