



SRA Board of Directors Meeting Minutes – December 10, 2020

Board Members in Attendance: Shelley Nordin, Dave Mallabon, Brenda Merz,
Tom Dickey, Andrew Berry

Regrets: ---

Volunteers in Attendance: ---

Guests in Attendance: ---

Call to Order and Quorum:

This meeting was held by conference call on Zoom. Tom Dickey called the meeting to order at 6:40 pm.

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

Approval of November 5, 2020 Board Meeting Minutes (D. Mallabon)

The meeting minutes from the November 5 Board meeting were distributed to members via e-mail following the meeting. For the December 10 meeting, all comments were incorporated into the minutes and agreed to.

MOTION: Approval of November 5, 2020 Meeting Minutes.

Moved by: Tom Dickey

Seconded by: Brenda Merz

Carried (Unanimous)

Treasurer's Report (B. Merz)

November 2020 Financial Statements primarily reflect the final payment of contract landscaping costs and collection of all but one annual fee.

MOTION: Accept the November 2020 Financial Statements as presented.

Moved by: Tom Dickey

Seconded by: Shelley Nordin

Carried (Unanimous)

Accounts Receivable & Fee Collection Update (B. Merz)

SRA fees owing at November 30, 2020 2019/2020 Fees – 1 homeowner
Legal Fees – 1 homeowner



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Fence Maintenance (T. Dickey)

Tom is still working with the City on the Greenspace Agreement (landscaping agreement) and fence maintenance. The City has not provided any update on the Agreement or the insurance requirements. When the fence issues are sorted out with the City, Tom will develop a maintenance plan budget so that the fences the SRA are responsible for can be consistently maintained year over year. Until then, no money will be spent on the fences.

A vehicle accident occurred which resulted in damage to the fence at the entrance to the Villas on Wentworth Drive. The police were contacted by the Villas Condo Board. Tom will be contacting our insurance company, and working with the condo board at the Villas to resolve this, including getting quotes for repairs.

Archiving (S. Nordin)

The Board approved the purchase of an email cloud backup program at a cost of \$33 per year. Shelley will set this up for the SRA emails. The Board also approved the purchase of an external hard drive at a cost of \$135 which Tom will secure. Also discussed was backup of the SRA accounting software, for which Brenda will provide recommendations on. Additional backup to an upgraded Dropbox account would cost approx. \$279 annually. The Board will discuss further what needs to be archived, and then proceed to setup backups for historical documents/correspondence.

AGM (All)

Discussions continued on the 2021 AGM planning via the Zoom platform.

The agenda, meeting notices, nomination form, proxies and financials were discussed.

These discussions will continue in further Board meetings.

Meeting Adjournment

MOTION: Adjourn meeting at 8:30pm

Moved by: Brenda Merz

Seconded by: Dave Mallabon

Carried (Unanimous)

Next Meeting

Tuesday, January 5, 2021 at 6:30pm via Zoom.