



# Skyview Ranch Home Owners' Association

## Minutes of the Meeting January 2, 2019

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### 1. Call to Order: 7:07

Attendees: Jonathan, Amanda, Melissa, Patrick, Stephanie, Danielle, Catherine, Sundeep (phone)

### 2. Board Member Responsibilities & Professionalism

Every board member needs to read and be aware of the bylaws, specifically what contact is required of board members and what we, as a board, are allowed to approve for our community. Reviewed the special meeting notice requirements and we are required to do a mail out for the meeting to approve the dog park. In the bylaws, if you can benefit from a motion you cannot participate in the discussion on the subject.

Asked Sundeep to share the code of conduct from the CA at a future date and we can review and discuss at a later meeting.

### 3. Financials November 2019

Motioned: Melissa                      Seconded: Danielle

### 4. Old Business

a. *Median decision* – nothing for tonight, no updates.

b. *Natural space* – Not a done deal, Jonathan had a conversation with a gentleman named Andrew and he sees a benefit to both parties, however final decision by Parks has not been made.

c. *Finalize requirements for CA for any loans or grants* – To be reviewed prior to the next meeting.

d. *AGM space* – Have the ability to book the learning commons. Melissa will look into generations building and Stephanie to look into AOJ as an option for a different day.

e. *Collection Proceedings* – We didn't hit the same collection this year. Last year around 40% paid, this year around 30%. 418 and ended with 297 of the large amounts and around 91 under \$100 owing. We have decided to the next steps of taking residents to court for payment not received by January 31, 2020. Still have around \$208,000 outstanding. We will continue with a legal letter each year before we can send to collections. Discussion around doing more advertising on the fees next year. We are also looking into options to pulling title for sold homes.

Motion to move forward with "" lawyer for the next step in the legal motion.

Motion: Patrick                      Second: Catherine

Approved: All

f. *Dog Park Funding Vote from December* – reviewed the services within the bylaws. Discussed the need to have budget, complete architectural drawings for the project, and know who is maintaining the park prior to bringing the subject to a special meeting of the HOA members. Danielle will take the lead on the HOA application for the Stella Conceptual Drawing Grant in the amount of \$5,000 and Community Standards Funds (grant amount unknown).

Motion: Jonathan                      Second: Melissa



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## 5. New Business

- a. *WhatsApp for Conversations* – We would use email for voting and attachments, but we would use the WhatsApp for ongoing discussions. Everyone agrees with adding their phone number to WhatsApp and Patrick will set this up.
- b. *Possibly grant from Province* – Will delay for Dog Park until mid year.
- c. *Grant Applications Dog Park*– Community Standards Fund and Stella Conceptual grant, need to look into this grant on a go forward basis for other items.
- d. *Member Card Initiative* – Want to send the card to all homeowners in the next mail out. The idea would be to design a business decal on the one side which businesses could display and then homeowners would receive a discount from the businesses who are a part of this.

## 6. Adoption of the previous meetings minutes:

Approved with removal of the motion for the dog park and other comments sent via email.

Motioned by: Stephanie      Seconded by: Jonathan

## 7. Next Meeting: February 5, 2020

## 8. Adjournment: 8:59pm

Contract	Contractor	Start Date	Expiry
Landscaping	MBD Landscape	Nov 1, 2018	October 31, 2023
Snow Removal	MBD Landscape	Nov 1, 2018	October 31, 2023
Insurance	BFL Canada	May 1, 2019	May 1, 2020
Management	Astoria Asset Management	Nov 1, 2018	Oct 31, 2023
Flag repairs – no contract	The Flag Shop		
Budget: November 1 to October 31 (Fee letter sent out April)			
Auditor: Cremers and Elliot			
Year-End: October 31st			
AGM: June			