



Skyview Ranch Home Owners' Association

HOA Budget Meeting Minutes
Thursday, October 12, 2023
7:00 pm at Generations

1 Election of the Chair

Annette Cameron will Chair the meeting with the consensus of the board as the Executive has not yet been determined.

2 Approval of the Agenda

Added a discussion about doggie bags and the gift certificate for Bhati under old business.

Motion: Daria Second by: Fred

Approved: All in favour. Carried.

3 Call to Order: 7:21 pm

Attendees: Annette Cameron, Fred Griffiths, Don Monroe, Rajwinder Singh, Daria Stooke, Valentina Pimitria, Leslie Whitehead, Yogesh Singla, Cheryl Bradshaw, and Laura Daigle.

4 Adoption of unapproved minutes: AGM 2023, September Board minutes

September board minutes were recorded but not transcribed. Daria received Board approval to transcribe her own recording of that meeting so that she can produce the minutes.

The AGM minutes are in draft format and will officially be approved by the ownership at the next AGM. The Board will need to accept the minutes in draft form.

Motion: Daria Second by: Fred

Approved: All in favour. Carried.

5 Financial Review

5.a Collections with DBH-review process: Chair reminded the Board that the collection policy was amended slightly last year to close the payment portal on Condo Café for September 1st and have a firm cut-off. As of September 1st the list is generated of who is in arrears and it goes to DBH Law to follow up with homeowners.

5.b Motion on limit amount for collections: The Board has told DBH to collect on amounts \$75 and above which would include anything from 2023 and years prior.

Motion: Laura Second by: Valentina

Approved: All in favour. Carried.

5.c Outside investment – authorities: The Board needs to get signatories changed for the RBC account. Paperwork from the financial advisor at RBC is required to change signatories. The Board would also like to discuss with the financial advisor the best options for investment – possibly a GIC or something more secure in the short term. Yogesh has the contact information

for the financial advisor and will forward that to Annette so that she can begin to get RBC up to date on who is on the board and who will need signing authority.

Motion to accept August financials: Leslie Second: Laura

Approved: All in favour. Carried.

6 Old Business

6.a Photo Gallery on HOA services: Annette gets many questions about what falls under HOA responsibility. She suggested having a photo gallery on the website with pictures to highlight what the HOA is and is not responsible for to help clarify for homeowners particularly if reading and understanding English is a barrier.

Action: Fred and Cheryl will spearhead this initiative together.

6.b Porta Potty in green space: Annette received a call asking who placed the Porta Potty in the green space because they were told by the City that it wasn't a City initiative. Laura suggested that we could place signs by any Porta Potties in the neighbourhood (such as the one at the park near Circle K) to explain why it is there and who it is for to clear up confusion because many believe that the one near Circle K is for the construction workers.

Action: Daria will get the phone number on the side of the Porta Potty and either Daria or Annette will phone the company to find out who has paid for it to be there.

6.c Garbage Cans: It was suggested that we should look into putting more garbage cans around the neighbourhood; they already exist by the doggie poop bag stands but it might be good to have more in other areas. Discuss the addition of additional garbage cans in the budget discussion.

6.d Doggie Bags: It has been noted that people are taking doggie bags in huge quantities which is emptying the stands quickly. There was a suggestion that the Board could place "please take one at a time" stickers on the stands but it was decided not to action this.

6.e Gift Certificate: The Board had previously decided that they would like to give a \$50 Costco gift card to Bhati as a token of appreciation.

Action: Laura will go to Costco to get the gift card and will mail it to Bhati along with a note card.

7 New Business

7.a New Board Member On-Boarding: The following Board members were elected:

- **President:** Leslie Whitehead
- **Vice President:** Fred Griffiths
- **Treasurer:** Yogesh Singla
- **Secretary:** Laura Daigle
- **Members at Large:** Don Monroe, Cheryl Bradshaw, Rajwinder Singh, Valentina Pimitria, and Daria Stooke

7.b Budget 2023-2024: The new budget was discussed based on a current total of 5313 units actively paying HOA fees. It was proposed that we can hire a sign company to place large proper signs at a few of the main entrances where pertinent information and friendly messages can be displayed. The company will also monitor signs in the area to ensure they have a license to place a sign there, that the license is current, and to remove signs that do not fall under those categories. The Board included some money in the budget for the rental of additional large disposal bins such as the types used during the community clean-up each year so that homeowners will have more opportunities to dispose of large, unwanted items and to

hopefully reduce illegal dumping in surrounding areas. The Board also decided to put money in the budget towards extra garbage cans in public use areas in the neighbourhood, and money for maintenance of them.

7.c **Meeting Schedule:** HOA meetings will continue to fall on the first Wednesday of every month from 8:00-9:00 pm following the Community Association meeting on Microsoft Teams.

8 Next Regular Meeting: November 1, 2023 at 8:00 pm on Microsoft Teams.

9 Adjournment:

Motion to adjourn: Fred Second: Daria

Approved: All in favour. Carried.

Meeting adjourned at 9:09 pm.