



Notice of 2017 Annual General Meeting of Springbank Hill Homeowners Association (SBHHA) Members

TAKE NOTICE that the Annual General Meeting of the members of the Springbank Hill Homeowners Association will be held at:



**Valleyview Community Church
Sanctuary - Upstairs
7655 - 26 Ave SW
Calgary, Alberta
Monday, November 20, 2017
7:00 PM**

Agenda for formal part of the meeting:

1. Review the financial statements for the 2016 fiscal year
2. Elect Directors to serve a two-year term on the Board of Directors
3. Transact other such business as may properly come before the meeting
4. Discuss informally possible community enhancements

An informal discussion session will follow the formal part of the meeting. Members are encouraged to ask questions and bring forward concerns during this discussion.

DATED this 23rd day of October, 2017

Signed on behalf of the Board of Directors:

per:

Monika Johnston
Treasurer

SPRINGBANK HILL HOMEOWNERS ASSOCIATION
Box 75011 Westhills R.P.O., Calgary, Alberta T3H 3M1
www.sbhha.com



Meeting Date: Monday, November 20, 2017 (7 PM)
Meeting Location: Valleyview Community Church
Meeting Time: 7:00 PM

PROCEDURES:

1. Registration
2. Assess quorum

AGENDA:

1. Call to order
2. Adopt agenda
3. Safety information
4. Introduction of Board of Directors
5. Review of mandate and boundaries
6. Motion to approve 2016 AGM minutes
7. Updates
 - a. President's update
 - b. Treasurer's update
 - Motion to accept 2016 Financial Statements
 - c. Landscaping update
8. Motion to appoint new Board Directors to join:
 - Colleen & Doug – 17 years
 - Craig – 15 years
 - Monika – 13 years
 - June – 1 year
9. Adjourn formal portion of meeting
10. Informal discussion



Meeting Date: Monday, November 20, 2017
 Meeting Time: 7:00 p.m.
 Meeting Place: Valleyview Community Church
 All 5 Directors Present: Colleen Blanchette, Craig Murray, Doug Little, June Lai, Monika Johnston

Notes are bolded and italicized and follow the agenda item.

ITEM #	ITEM
	REGISTRATION AND QUORUM: <ul style="list-style-type: none"> - Seven Members signed in (including five Directors). - As 10 Members were required for a quorum, there was NO QUORUM. - Notes (not minutes) are taken for record purposes and no official business is conducted.
1 – 5	Preliminary matters <ul style="list-style-type: none"> - The meeting was called to order at 7:00 p.m. and the agenda was adopted. Safety information was relayed. - The current Board was introduced. Our mandate and boundaries were explained.
6	Motion to approve 2016 AGM minutes <ul style="list-style-type: none"> - Minutes were signed off by President Colleen - One resident attendee requested that the AGM minutes be a bit more detailed, especially with respect to the discussion related to frequency of services and cost of such.
7	Updates <ul style="list-style-type: none"> - President Colleen: <ul style="list-style-type: none"> o The City of Calgary has re-committed to HOAs for enhanced landscape maintenance. o Colleen is reaching out to other HOAs to meet on matters of mutual interest and idea sharing. o Colleen re-established contact with our Community Association and met with new President Elio (topics such as the skating rink and paving our gravel pathway). - Treasurer Monika: <ul style="list-style-type: none"> o For the last 4 years, fees are \$220 for houses, \$110 for condos. Early payment discount is well used. Added credit card payment in 2014, 60-70% pay by PayPal. o In 2016, less than \$1500 was expended for credit card fees. Cost of doing business. o 3 years ago, City Parks grant was reduced by 54%, now only about \$11,000 is given to us. o There are lots of sales, about 50 per year, 2 to 3 houses sold per month. Outstanding fees are collected upon house sale. o Collection agency costs are around 50%. Another HOA uses a lawyer at \$600 per letter.



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	<ul style="list-style-type: none"> ○ <i>About \$36,000 in our reserve fund for capital expenses.</i> - Contractor Liaison Craig and City Liaison Doug: <ul style="list-style-type: none"> ○ <i>ULS is our landscape/snow removal contractor and has been for a long period. Tenders were issued for the work and are a complex process. ULS was competitive and perform well for us. Not many contractors interested in bidding.</i> ○ <i>We rely on the homeowners to be our eyes and ears.</i> ○ <i>Snow removal – we changed to a “pay per snow event”. \$24,000 in 2015, reduced to around \$17,000 for 2016.</i> ○ <i>City notified us in 2017 that they will start charging us for irrigation water, if we request watering for the three parks.</i> ○ <i>City Parks’ goal is to keep natural vegetation in certain areas, but our parks are designated Class B parks where there are certain standards for mowing, etc.</i> ○ <i>Homeowner Gloria is opposed to our HOA paying for water for irrigation of parks. She thinks the natural vegetation area behind Springbank Way looks horrible.</i>
8	<p>Motion to appoint new Board Directors</p> <ul style="list-style-type: none"> - <i>Gloria joined the Board as a Member-at-Large. She can work on projects and also able to do work on the website.</i>
9 - 10	<p>Informal discussion followed the formal part of the meeting</p> <ul style="list-style-type: none"> - <i>For future information concerning SBHHA (e.g. notices of meetings or invoices), ask owners for email addresses to use for SBHHA-related communication and help reduce mailing costs. Currently 60-70% of owners use PayPal and provide their email address for that year’s payment only.</i> - <i>Goal to improve communication to homeowners and generate interest.</i>

No approval of these “notes” is required given that there was no quorum.