



Notice of 2019 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:



**Atrium, Menno Simons School
7000 Elkton Drive SW
Calgary, Alberta
Wednesday, November 6, 2019
7:00 PM**

Agenda for formal part of the meeting:

1. Review the financial statements for the 2018 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 27th day of September, 2019

Signed on behalf of the Board of Directors:

Per:

Colleen B
President

SPRINGBANK HILL HOMEOWNERS ASSOCIATION
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Check out and subscribe to our blog: <https://www.sbhha.com/blog>



Meeting Date: Wednesday, November 6, 2019
Meeting Time: 7:00 p.m.
Meeting Place: Menno Simons Christian School
6 Directors Present: Colleen B, Craig M, Doug L, June L, Ezenwa E, Gloria B
1 Director Absent: Monica J

Formal agenda items are shown in bold font.

REGISTRATION, QUORUM AND OPENING REMARKS

- *7 owners signed in (including 6 board 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.*

- *President Colleen B gave an overview of 2019 activities. It was an interesting year as we spent a lot of time cleaning up accounts receivables and went to court to obtain judgments. The Board is in the process of retaining a law firm to help with the collections process, tighten up the wording in the bylaw/architectural controls, etc.*

BOARD UPDATES

a. President Colleen B:

- 1) *Colleen has been sitting in on the Community Association monthly meetings and speaking on behalf of the Homeowners Association when applicable. They are holding a casino this year; we hope they will help pay for the pathway we would like to build between the Springbank Drive park and the Springbank Boulevard park.*
- 2) *There was interest this year on the part of a Homeowners Association member regarding utilizing the unsold lot and empty space at the end of our boundaries on Springbank Way. The member was referred to the Community Association as the Homeowners Association cannot own property.*
- 3) *The Community Association reached out to the Homeowners Association regarding advocating on the ring road. The Homeowners Association declined as it is not in our mandate to do so.*

b. Treasurer June L (includes Agenda Item 1: **REVIEW THE FINANCIAL STATEMENTS FOR THE 2018 FISCAL YEAR**):

- 1) *June reviewed the financial statements handed out at the meeting.*
- 2) *Annual fees are \$220 for houses and \$110 for condos. 542 properties.*
- 3) *Annual fees receivable was \$21.6K at end of 2018 and today is \$16K.*
- 4) *Outstanding accounts are now sent to a collection agency on a regular basis and, going forward, will be sent to the law firm. We expect outstanding accounts to continue to decrease.*
- 5) *We had a small net loss in 2018.*
- 6) *We had increased collections activity on overdue annual fee accounts. Due to this, we showed higher revenue in that we would charge the debtors the anticipated collection fee to be paid to the collection agency. Collection costs charged back to debtor.*
- 7) *The higher revenue was offset by the fees actually paid to the collection agency (expense side under Annual Fee Related).*
- 8) *In 2018, we spent a bit more on Summer-Related Costs for fence repairs and other shrubs/flowers.*
- 9) *We put more money into our reserve side \$50K into a GIC.*
- 10) *We are charging interest on overdue fee accounts.*
- 11) *The 2018 financial statements have yet to be audited. June will have them audited as soon as possible.*
- 12) *Anticipate 2019 will break even.*

c. Contractor Liaison Craig M and City Liaison Doug L:

- 1) *We rely on homeowners to be our eyes and ears.*
- 2) *We have ULS provide summer maintenance weekly in the May to October period. In winter, ULS provides snow clearing in front of parks and pathways. Although the sidewalks which are on Springbank Boulevard but not in front of parks are not part of our contract with ULS, ULS clears them to get from Point A to B. This is a complimentary bonus for us.*
- 3) *ULS is generally very responsive to our requests and to fix anything which was not done properly on their end.*
- 4) *It was noted that ULS also clears snow in front of the businesses and duplexes near 69th Street which are not within our boundaries. Craig to ask ULS about the cost breakdown for doing that area, then we'll decide what to do about that.*
- 5) *ULS is sourcing parts for the wooden fence that have deteriorated or are missing. We anticipate that a number of rails and posts to be replaced in 2020.*
- 6) *Doug continues to liaise with The City regarding an updated Landscape Maintenance Agreement. Our retained law firm will be providing us with their comments which will be taken back to The City for further discussions.*
- 7) *In response to a complaint in 2018 about the height of vegetation at the eastern roundabout, we trimmed the vegetation within the roundabout and then City Roads verbally approved the safety of the area. Doug will continue to try to get this in writing.*



Agenda Item 2: **ELECT DIRECTORS TO SERVE A TWO-YEAR TERM ON THE BOARD OF DIRECTORS**

Current directors were willing to serve for another year, even though all two-year terms were up, except Ezenwa who was nominated at the 2018 AGM. As there were no nominations, the current Board will remain until the next AGM.

Agenda Item 3: **TRANSACT OTHER SUCH BUSINESS AS MAY PROPERLY COME BEFORE THE MEETING**

and

Agenda Item 4: **DISCUSS INFORMALLY POSSIBLE COMMUNITY ENHANCEMENTS**

- **None**

INFORMAL DISCUSSION

- *None*

ADJOURNMENT

- *7:50 pm*

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