



Notice of 2018 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:



**Program Room, Signal Hill Library
5994 Signal Hill Centre SW
Calgary, Alberta
Wednesday, November 7, 2018
7:00 PM**

Agenda for formal part of the meeting:

1. Review the financial statements for the 2017 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 3rd day of October, 2018

Signed on behalf of the Board of Directors:

Per:

June Lai
June Lai
Secretary



Meeting Date: Wednesday, November 7, 2018 (7 PM)
Meeting Location: Calgary Public Library, Program Room
Meeting Time: 7:00 PM

PROCEDURES:

1. Registration
2. Assess quorum

AGENDA:

1. Call to order
2. Adopt agenda
3. Introduction of Board of Directors
4. Review of mandate and boundaries
5. Review of 2017 AGM Notes (as there was no quorum, no motion needed to accept minutes)
6. Updates
 - a. President's update
 - b. Treasurer's update
 - Motion to accept 2017 Financial Statements
 - c. Landscaping and snow removal update
7. Motion to appoint new Board Directors to join:
 - Colleen & Doug – 18 years
 - Craig – 16 years
 - Monika – 14 years
 - June – 2 years
 - Gloria – 1 year
8. Adjourn formal portion of meeting
9. Informal discussion



Meeting Date: Wednesday, November 7, 2018
 Meeting Time: 7:00 p.m.
 Meeting Place: Signal Hill Library – Program Room
 5 Directors Present: Colleen B, Craig M, Doug L, June L, Monika J
 1 Director Absent: Gloria B

Notes are bolded and italicized and follow the agenda item.

ITEM #	ITEM
	REGISTRATION AND QUORUM: <ul style="list-style-type: none"> • 8 owners signed in (including 5 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.
1 – 4	Preliminary matters <ul style="list-style-type: none"> • The meeting was called to order at 7:03 p.m. and the agenda was adopted. Safety information was relayed. • The current Board was introduced. Our mandate and boundaries were explained.
5	Motion to approve 2017 AGM minutes <ul style="list-style-type: none"> • Minutes were signed off by President Colleen
6	Updates <p>a. President Colleen B:</p> <ol style="list-style-type: none"> 1) The City of Calgary owns the parks; we are stewards only. We are not allowed to touch the trees. 2) 2018 was a difficult year as the older homes were built 20 years ago. There are fencing and roofing issues when not abiding with the Restrictive Covenant for Architectural Controls (e.g. request about installing solar roof). Have discussed with other HOAs and may not have any teeth to enforce. Colleen reached out to Councillor Davison for assistance but none available. June discussed issue with a real estate lawyer (referred by IBI, our developer). Requires 99% agreement from owners to change/remove architectural controls, which is very difficult. Otherwise, it's a costly legal matter to go to court to have them amended/removed. 3) Colleen had reached out to other HOAs to meet on matters of mutual interest and idea sharing (Discovery Ridge, Springborough, Christie Estates, and our Community Association). 4) We hope that our Community Association will help pay for our parks pathway and playground upgrading. <p>b. Treasurer Monika J:</p> <ol style="list-style-type: none"> 1) Monika 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 \$43K at end of 2017 and today is \$25K. Every



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	<p><i>few years, outstanding accounts are sent to a collection agency (8 going to collections, 1 going to court, and 4 paying monthly).</i></p> <ol style="list-style-type: none"> <i>4) 76 owners have not yet paid 2018 fees.</i> <i>5) Communications are improving knowledge (e.g. FAQs with 2018 Annual Fees Invoice, Welcome Neighbour letters to new homeowners).</i> <i>6) We add a 50% collection fee cost to delinquent owners to minimize using regular annual fees for collection purposes.</i> <p>c. Contractor Liaison Craig M and City Liaison Doug L:</p> <ol style="list-style-type: none"> <i>1) We rely on the homeowners to be our eyes and ears.</i> <i>2) ULS is our landscape/snow removal contractor and has performed well for us.</i> <i>3) City advised us in 2017 that if we want irrigation of the parks, we must pay for the water and associated costs (repair of broken system, etc.). We declined as it may be very costly for us.</i> <i>4) 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. Parts of the Springbank Boulevard (not in front of parks) are cleared by ULS to get from Point A to B as a complimentary bonus.</i> <i>5) A few stone fence pillars were repaired this year. Parts of the wooden fence that have deteriorated or are missing will be addressed in 2019.</i> <i>6) City of Calgary Parks is trying to negotiate an updated Landscape Maintenance Agreement with all communities with enhanced landscaping (i.e. communities who pay for more than the basic landscaping care than The City normally provides).</i> <i>7) Issue of 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. This may still be at issue for the complainant who is dealing with The City.</i>
7	<p>Motion to appoint new Board Directors</p> <ul style="list-style-type: none"> <i>• Correction to the Agenda: Colleen and Doug were not continuously on the Board for 18 years. They took a “parole” period, but have been involved for a long period.</i> <i>• Ezenwa E joined the Board as a Member-at-Large. This brings the number of board directors to seven.</i> <i>• The Board thanked Monika J who has decided to step down from the Treasurer role after 14 years.</i>
8 - 9	<p>Informal discussion followed the formal part of the meeting</p> <ul style="list-style-type: none"> <i>• The formal part of the meeting ended at 7:40 p.m.</i> <i>• A brief discussion was held concerning the SW Ring Road construction (sound attenuation and trees).</i>

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