

Lakes at Rocky Ridge Homeowners Association

Board Meeting Minutes – February 14, 2019

Present: Amber Brown, Raj Velu, Eric Waldolf, Donna MacKenzie

1. Meeting called to order at 7:06pm
2. Proposed agenda discussed. Letter from Lakes at Rocky Ridge HOA to new homeowners added as 9[d] in New Business. **Motion:** to accept the agenda made by Eric, seconded by Amber. Motion carried.
3. Minutes from the December 10, 2018 meeting reviewed. **Motion:** to accept the minutes made by Eric, seconded by Donna. Motion carried.
4. President's report. Amber reported receiving thanks for gift cards given out at Christmas from the HOA board to Karen and the Lake Club cleaners. Amber has been collecting the fallen tree branches in the park. She has filled 6 or 7 full bags and has spent approximately 6 hours doing this. We discussed organizing a "work party" once the snow melts to remove the rest of the branches and we will continue to call the City Parks Dept. to provide care to the park.
5. Treasurer's report. It is recommended that a GIC which matures on Feb. 18, 2019 be reinvested for three years with Coast Capital Savings. **Action:** Amber to inform Alex of this.
6. Property Manager's update on our Enmax bill. [Update was received via Email] Alex and Amber have reviewed the Enmax bills and everything appears to be in order. **Motion:** made by Eric and seconded by Raj that: the Board accept Diversified Management's assessment regarding The Pavilions' share of the outstanding Enmax bill and we ask Alex to request this share from The Pavilions condo board; we authorize Diversified Management to contact a lawyer to draft a cost sharing agreement with The Pavilions for ongoing Enmax bills. Motion carried.
7. Old business.
 - a. Frames above our community signs. Photo documentation of the damage to the frames reviewed. We have received one estimate for repair. **Action:** Donna to ask Alex to request the Brownstone and

Georgetown condo associations to have the tree branches [that hang over the frames] trimmed and to request at least one more estimate.

b. Bookshelves in Games Room: we reviewed three estimates for extension of the bookshelves and the construction of a small cabinet for game boxes, cards and small items. **Motion:** made by Donna and seconded by Raj that we have Abris Construction make an extension for the book shelves and to construct the small cabinet with dimensions as per their estimate. Motion carried. **Action:** Donna to ask Meagan to request written permission from The Manors to have the emergency light removed from the wall and transferred to the ceiling as this will make more room for the shelving. If permission is received, we will request this of Abris Construction. We had discussion on Meagan's request to have the coat rack in the Activity room removed as it is unstable and not usable. We agreed that Meagan can request this of Abris during the shelving construction.

c. Chairs and tables for Games Room: A repairman had assessed the unstable chair backs for repair and we were informed that the cost to repair them would be greater than to purchase new ones. **Motion:** on January 21, 2019 via Email a motion was made by Donna and seconded by Amber to purchase 35 chairs, 5 round tables and one oval table from Choice Furniture. Motion carried. Meagan has informed us this furniture will be delivered February 19, 2019.

d. Waterfall discussion – to be included in next month's agenda.

8. New Business:

a. Meagan's annual review has been scheduled with her for 6:30pm on February 28th. Amber and Raj or Eric will attend.

b. Our AGM has been scheduled for May 13, 2019. The hall and the auditor have been booked by Alex. **Action:** Donna to request Alex to send a draft copy of the minutes from the 2018 AGM to each board member to review before our meeting next month.

c. Insurance renewal: Reliance Appraisal Company's contract was renewed to do this year's appraisal.

d. A draft of a letter to new owners welcoming them to the HOA and discussing how fees are collected was reviewed and alterations made. **Action:** Amber to forward the revised letter to Alex.

9. Meeting adjourned at 8:49pm. Next meeting is March 28, 2019.

