

Lakes at Rocky Ridge HOA Board Meeting Minutes

January 21st 2020 - 7:00 pm in the Boardroom.

Present:

- Donna, Cory, Rod, Amber, Raj

No one was absent:

1. Meeting called to order - 7:06 pm
2. Agenda approval - Motion to approve - Moved, seconded and carried..
3. Minutes of November 28th board meeting approval - Moved, seconded and carried.
4. President's report:
 - a. No communications from community members.
 - b. Requests to put notice boards in the Georgetown and Brownstones 1 sheds have been accepted.
 - c. An issue about the gate was raised. It needs to be assessed.
5. Vice President's report:
 - a. Issues about the activity room. Checking the activity room and washroom to make sure it is cleaned on weekend in between activities.
 - i. There is no mop in the activity room.
 - ii. Approved that Caroline should go ahead and acquire a mop/bucket for activity room.
 - iii. The users of the activity room are responsible for cleaning the room but the washroom may not be cleaned.
 - iv. If a washroom is found too messy to be functional it should be closed for the remainder of the weekend.
6. Treasurer's report:
 - a. Finances were reviewed and found in good order.
7. Lakeclub manager's report:
 - a. the Lake Club income & expense report for 2019 was reviewed.
 - b. the Budget for 2020 was reviewed.
 - c. the Event Plan for 2020 was reviewed
 - d. Above reports were reviewed and found in good order.
 - e. Board looks forward to the new year and approve the proposed plans.
8. Community manager's report:
 - a. Concerned over the damaged fence not being repaired yet. Alex is to follow up with contractor and request a written action plan by Jan 26th.
 - b. Report was reviewed and found complete.
9. Old business:
 - a. Community fence refinishing and repairs
 - i. Waiting for the weather to be better to finish it off
 - ii. Board was to do a walk around and if satisfied then recommend we pay the invoice. - Completed.
 - b. The ceiling tiles. - The Manor will replace ceiling tiles. Donna to follow up with Cory.
 - i. - Bulk tiles have been ordered and will be replaced as required.
 - c. The newsletter stands in Brownstones, Villas and Georgetown garbage rooms. - Amber to follow up with Alex for requesting access from Condo boards.

- i. Condo board approved to make repairs were received and repairman will go ahead with ordering bulletin boards.
 - d. Approval of next year's budget
 - i. Draft 2 - Motion to approve, seconded and carried. Done.
 - e. Repairs and replacement of treadmills in Fitness Centre
 - i. New Steelflex PT20 Commercial Treadmill to be installed and Caroline to put the two Northern Lights treadmills up for sale.
 - 1. New treadmill has been received and will be set up shortly.
 - 2. Northern Lights treadmill were posted in Kijiji. One is gone already.
 - ii. 2 benches - Quotes for reupholstery of the benches. Moved to have the smaller repair done and purchased a refurbished bench to replace the bigger repair. Motion was seconded and carried.
 - f. Games Room Improvements
 - i. Pool Table Maintenance.
 - 1. 2 Quotes were reviewed
 - 2. Amber to ask Alex is follow up with vendor about the work needing to be redone after refurbishment in May 2019 and why not covered on warranty.
 - ii. A 'café-style' sofa seating area in the far right corner of the games room with side tables, perhaps a coffee table where people can gather, sit and read, socialise, etc -This was the agreed upon approach.
 - 1. Waiting for the 2 chairs being donated from the Pavilions 1
 - 2. This was tabled until after the repairs are completed.
 - g. Audio upgrade in Theatre - update on quotes.
 - i. Reviewed quotes submitted and agree to acquire more quotes through the Manor's suppliers.
 - ii. Ask for revised quotes for a smaller budget.
 - h. Caroline's parking
 - i. No parking is available. Arrangements for temporary parking will be made when unloading significant items.

10. New business:

- a. Upgrades to the Activity Room.
 - i. Quote for painting the room and installing a vinyl protector was reviewed. Moved to approve the quote, seconded and carried.
 - ii. Quote for painting the mural. Motion to approve the quote, seconded and carried.
- b. Urgent Glass Repair
 - i. Repair is on order.
- c. Approval of auditor and date for AGM.
 - i. Motion to approve, seconded and carried to continue working with current Auditor, Sahid.
 - ii. Amber to advice Alex to select a date in May that works with Auditor and consider holding the AGM in the theatre.
 - 1. Sahid and the Royal Oak Victory Church have been booked for May 18th, 2020.
- d. Diversified Management agreement is up for renewal.
 - i. Motion to approve and renew the contract for 2 years. Moved, seconded and carried.
- e. Caroline request to change a meeting because of a conflict.

- i. next meeting rescheduled to Feb 26 at 7:00 pm
- 11. Other business:
- 12. Next Meeting: Feb 26 at 7:00 pm
 - a. Future meetings: Mar 26 at 7:00 pm
- 13. Meeting adjournment - 9:14 pm.