

## 2021 Annual General Meeting – Minutes

November 29, 2021

Virtual – Via Microsoft Teams with Dial-in

7:30pm

### Agenda

1. Call to Order
2. President's Report
3. Landscaping Report
4. Financial Report and 2021 Budget
5. Questions & Discussion
6. Election of Board of Directors
7. Adjournment

### Call to Order

- Meeting called to order at 7:35 pm.
- Minimum required for quorum is 10% of homeowners. Having 501 homeowners, quorum requirement is 51 present in person/online or via proxy. Quorum confirmed with 11 members joining online and 52 by verified valid proxies for a total of 63 members.
- Michael Hoffman, President of the Springborough Residents Association appointed as Chairperson.
- Motion to Accept the Notice of Annual General Meeting
  - MOVED: Glen Ellis
  - SECONDED: Bernice Thomas
  - The motion was passed unanimously.
- Motion to Approve the Agenda per the Notice of the Annual General Meeting
  - MOVED: Glen Ellis
  - SECONDED: Bernice Thomas
  - The motion was passed unanimously.
- Motion to Approve Minutes of the 2019 Annual General Meeting
  - MOVED: Glen Ellis
  - SECONDED: Bernice Thomas

- The motion was passed unanimously.

## President's Report

- Introduction of current board members
- 2020 Year in Review
  - Continued traditional landscaping scope.
  - Continued common pathway snow removal scope.
  - Continued diligence on graffiti control and illegal signage
  - Refurbished the “Springborough” sign
  - Limited interaction with Springbank Hill Community Association (SBHCA) and Griffith Woods School. No notable interaction with Ernest Manning, Ambrose and Springborough Professional Centre.
  - Continued emphasis on collections.

## Landscaping Report

- Continued with Foothills. Board is pleased with results as they did a very good job and were responsive to any issues or concerns.
- Similar services to 2019, including watering and weed control
- City replaced some trees but not all.
- Continued with Arbutus for winter snow removal. Overall good service although there were a few examples where snow removal was not up to our standards. These were quickly addressed by Arbutus. Price increase was reasonable.
- Looking to paint the Springborough sign in the next month or two.
- Refurbishment of “Springborough” sign.
- Plans for 2021/Actual 2021
  - Continued with Arbutus for snow removal through April 2021
  - Continued with Foothills for Summer 2021
  - Scope the same
  - City replaced some more trees
  - Contract with Arbutus for Winter 2021-2022 snow removal with price increase due to insurance increases.
- Plans for 2022
  - Similar to prior years as above, keeping with Arbutus and Foothills.

- Push City to prune trees on boulevards/medians and replace remaining trees

## Financial Report

- Reviewed 2020 financial statements. Similar results to prior years for standard scope of work.
- Motion to Approve 2020 Financial Statements
  - MOVED: Glen Ellis
  - SECONDED: Eric TaylorThe motion was passed unanimously.

## Budget

- Discussed 2021 and budget.
  - Similar to 2020 budget for standard scope
  - Increase snow removal costs due to increase insurance rates for Arbutus
  - For 2022, increased cost for email accounts (about \$150)
- Questions from the floor: None
- Motion to approve 2021 and 2022 budget
  - MOVED: Bernice Thomas
  - SECONDED: Glen Ellis
  - The motion was passed unanimously.

## Questions & Discussion

- None

## Election of Board of Directors

- Nominations
  - Board members from 2020 expressed interest to continue on the Board
    - Michael Hoffman (current President)
    - Glen Ellis (current Vice President)
    - Bernice Thomas (current Treasurer)
    - Eric Taylor (current Director at Large)
    - Mary Ostrom (current Director at Large)
    - Esther Wang (current Director at Large)

- Janet Wang from Springborough Green
- Amir Khawaja indicated interest in joining the board.
- Motion to elect the board of directors
  - MOVED: Glen Ellis
  - SECONDED: Bernice Thomas
  - The motion was passed unanimously.
- Motion to adjourn
  - MOVED: Glen Ellis
  - SECONDED: Bernice Thomas
  - The motion was passed unanimously.
  - Meeting adjourned at 8:10 pm.

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