

## **MINUTES**

### **Board Members Present:**

Ray Tralnberg, Julianna Seib, Mary Jean Chapelsky, Andrea Epp and Matt Matia

### **Others Present:**

Carolyn Tralnberg (TGHA Administrator) and 8 Homeowners (on file)

## **1 CALL TO ORDER & INTRODUCTION OF BOARD MEMBERS**

President Ray Tralnberg convened the meeting at 7:06 pm and introduced the current Board Members:

President: Ray Tralnberg

Treasurer: Matt Matia

Secretary: Julianna Seib

Board Members: Mary Jean Chapelsky and Andrea Epp

## **2 AGENDA & 2015 AGM MINUTES**

**Motion:** Ray T./Mary Jean C.: That the agenda for the 2016 TGHA AGM be approved as presented.

**In Favor – 13    Abstain – 0**

**CARRIED**

**Motion:** Ray T./Andrea E.: That the minutes of the 2015 TGHA AGM be approved as presented.

**In Favor – 13    Absent – 0    Abstain – 0**

**CARRIED**

## **3 TGHA RESPONSIBILITIES**

TGHA is a non-profit *Society* consisting of residents from the subdivisions of Terwillegar Greens and Gardens. TGHA: maintains and improves common landscaping areas and unique features, addresses concerns of residents and reinforces standards or bylaws, works with other communities as well as the City to improve conditions and collects dues to do these activities so our neighbourhood remains a great place to live.

Some highlights from the PowerPoint Presentation (Appendix A) regarding specific TGHA Responsibilities were shared.

## **4 ACHIEVEMENTS 2016**

The major achievements from the last three years were presented including: Landscaping Phase I (gazebo) 2013, Landscaping Phase II (pond) 2014, Fence Painting & Repair 2015, Landscaping Phase III (entrances) 2016. Other minor achievements from the 2015/2016 year were also highlighted such as new entrance lighting, speed reduction signage and the annual Terwillegar Community League Carnival bounce house sponsorship.

## **5 CITY OF EDMONTON**

Some changes made in the 2015/2016 year to City of Edmonton policies were discussed. These included the changes to policies regarding weed control and herbicide usage. The City of Edmonton policy changes did impact the maintenance for TGHA due to our maintenance of city owned land. See PowerPoint Presentation (Appendix A) for detailed information.

## **6 MEMBERSHIP DUES**

### **6.1 Membership Benefits**

Membership dues pay for maintaining features unique to Terwillegar Greens and Gardens such as the pond, stream, orchard, gardens, entrances and gazebo. The dues supplement City of Edmonton services to ensure we have a clean, safe, and attractive neighbourhood. The membership dues give us a stronger, collective voice to request services or improve our neighbourhood. The dues help homeowners address concerns with pets, wildlife, noise, property, neighbours and more. Membership dues preserve property values in the neighbourhood.

### **6.2 Membership Dues**

93% of homeowner accounts are in good standing. TGHA collects annual dues from 517 homeowners. The outstanding dues are made up of 35 homeowners owing about \$13,000. Interest on outstanding dues is charged compounded interest of 16%. Outstanding dues are collected following the TGHA policies and over time all outstanding dues have been collected in the past. Dues notices go out on March 1 of each year and are due within 30 days.

### **6.3 Breakdown of TGHA Dues by Expenditures**

The breakdown of TGHA Expenditures based on dues charged, not on dues received are as follows: 52% on maintenance, 21% on professional services, 30% on improvements and 7% on utilities etc. This breakdown is after excluding a payment for services rendered in 2014 (see Accounts Payable in the PowerPoint presentation in Appendix A for further details).

## 7 FINANCIAL HIGHLIGHTS

M. Matia, Treasurer, presented the TGHA Financial Statements as per Appendix B. The TGHA Financial Statements are a Notice To Reader prepared by Advantage Accounting.

**Motion:** Ray T./David H.: That the 2016 TGHA Financial Statements be accepted as presented.

**In Favor – 13    Abstain – 0**

**CARRIED**

## 8 BUDGET & THREE-YEAR PLAN

### 8.1 Budget

The proposed budget for 2017 is to expend \$93,500 with all remaining funds directed into the Reserve Fund. See PowerPoint in Appendix A for further details.

### 8.2 Three-Year Plan

2017: Communications Package & Reserve Fund. The communications package would be for new homeowners educating them about TGHA.

2018: Walkways, Pond Aeration & Reserve Fund. This would include refurbishing some of the walkways and pond aeration to reduce algae look & smell.

2019: Community Event, Walkways & Lights. This would be a community event to bring homeowners together at a low cost, refurbishment of some more walkways as well as festive lights for Christmas.

**Motion:** Ray T./Mary Jean C.: That the 2017 Annual Budget and Three-Year Plan be accepted as presented.

**In Favor – 13    Abstain – 0**

**CARRIED**

## 9 BOARD MEMBER ELECTIONS

TGHA Board Members are volunteers who share a passion for our community. Meetings are approximately once per month and positions are determined at the first meeting of the year.

### 9.1 Resignations

D. Bunce and S. Karkhanis resigned during the year for personal reasons. D. Hewitt resigned prior to the AGM in accordance with the TGHA bylaws regarding Board Member term length.

## 9.2 Appointments

With the resignation of S. Karkhanis the Treasurer position became vacant. The TGHA Board appointed Matt M. to the TGHA Board and the Treasurer position in July 2016.

## 9.3 Current Board Members

The following four Board Members have agreed to let their names stand for re-election: Ray Trainberg, Julianna Seib, Andrea Epp and Mary Jean Chapelsky.

## 9.4 Board Member Nominations

M. Matia nominated David Hewitt to the TGHA Board. David Hewitt accepted the nomination. D. Hewitt nominated Matt Matia to the TGHA Board. Matt Matia accepted the nomination. Tom Carey nominated himself to the TGHA Board.

## 9.5 Board Member Elections

**Motion:** Hilda F./June N.: To elect Ray Trainberg, Julianna Seib, Andrea Epp, Mary Jean Chapelsky, David Hewitt, Matt Matia and Tom Carey as directors on the TGHA Board of Directors.

**In Favor – 13    Abstain – 0**

**CARRIED**

## 10 **TGHA ACKNOWLEDGEMENTS**

Thank you to Delene Bunce & Subhash Karkhanis for their time on the TGHA Board this past year. Thank you to all of the TGHA Board Members for their work this past year. The TGHA Board would also like to recognize the TGHA Administrator for a job well done this past year. A final thank you to all of the TGHA Homeowners that take the time and initiative to beautify and clean up our neighbourhood.

## 11 **QUESTIONS, CONCERNS, SUGGESTIONS**

11.1 A concern was expressed regarding garbage being put out on the sidewalk many days before garbage collection. All concerns regarding garbage should be directed to the City of Edmonton 311.

11.2 Some of the garbage cans around the pond are an eyesore. The cost to replace the cans is very prohibitive. TGHA will look into ways to touch them up.

11.3 Concerns regarding vandalism were expressed. All concerns regarding vandalism should be directed to the City of Edmonton 311. TGHA does not own benches, sidewalks etc. TGHA does work with the City of Edmonton to repair and refurbish any vandalized items.

11.4 Bronze leaf disease was discussed. It is a city wide problem and there is no cure. A leaflet regarding Bronze leaf disease was sent to homeowners with their 2016 dues notice.

11.5 Sump pumps were discussed and homeowners in attendance were encouraged to make sure their sump pump is handled safely for the winter season.

## 12 ADJOURNMENT

**Motion:** Ray T./David H.: To adjourn the 2016 TGHA AGM.

**In Favor – 13    Abstain – 0**

**CARRIED**

12.1 The meeting was adjourned at 8:10 pm.

DRAFT