

The Hamptons Homeowners Association

THE HAMPTONS SOUTH EAST EDMONTON HOMEOWNERS ASSOCIATION

December 7, 2016 MEETING MINUTES

Attending:

Jason Murray

Keith Spiller

Michele Evans

Robyn Andrishak

Joseph (EMG)

Absent:

Lori Sorge

James Magilton

1. The meeting was called to order at 7:13 p.m.
2. Review and approval of agenda
Motion to approve the meeting agenda by Michele; seconded by Keith. Carried.
3. Minutes
Deferred approval of November 4, 2016 minutes until next meeting.

Business Arising:

4. Arrears Update – Demand letter discussion with Esquire Management
More communication from management company on success rate

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Motion to proceed with sending any unpaid demand letters to legal counsel for next step in collections process as of January by Michele. Keith seconding. Carried.

5. Landscaping (Fence Painting)

Quote for next year received from Cutting Edge for painting fences section 3,4 and 5 (\$23,706). Will leave just one final section for future years; this is within approved budget.

Motion to approve the quote and proceed with fence painting by Michele. Second Robyn. Carried.

6. Presentation and Q&A with Jeff Draper of PCR Collection Group

Jeff sends his regrets, unable to attend.

Board discussed implication of collection on credit rating; and current process for dealing with overdue accounts. Need to consider if current process is working.

EMG noted we have received several payments from owners.

- we sent 64 demand letters
- To date full payment from 13, payment arrangement on 3 owners, 4 in mail/process
- \$159,234.05 balance \$161,718.18
- 18% reduction in fees outstanding.

Action - have Keith invite Mr. Draper to another future meeting.

Action - have EMG provide update on one year payments owing.

7. Budget/Arrears

Board discussed need to approve next year's budget.

Action - Keith to follow up if there will any expected fee changes from Cutting Edge

Action - EMG to send draft budget to board; confirm no fee changes (in receivables).

8. Website / Newsletter

Website – discussed that Robyn would post information as required on website.

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Discussed that a previous newsletter had been created. Michele agreed to draft a version for the Board to consider.

9. Other

Agreement with City of Edmonton effective until 2024

New business:

10. Board memberships

No update.

11. Homeowner e-mails

One email received requiring action; need to confirm proof of delivery for homeowner

12. Other business

Action – require a cheque for payment of church rental (EMG)

- ◆ Next meeting tentatively scheduled for January 18, 2017 at 7:00 p.m. Spirit West Church

- ◆ Motion to adjourn by Robyn; seconded by Michele: 8:35 p.m.