

The Hamptons Homeowners Association

THE HAMPTONS SOUTH EAST EDMONTON HOMEOWNERS ASSOCIATION

HOA Board Meeting Minutes

Wednesday, July 26, 2017 at 7:30 p.m.

at Edmonton Chinese Alliance Church

5019 – 199 Street N.W.

Edmonton, Alberta

Present: Keith, Michele, Jason, James, Esquire (Joseph)

Regrets: Lori, Alan

AGENDA

1) Meeting Call to Order and Establish Quorum

Meeting called to order at 7:35pm. Quorum established. Board welcomed an observer, Matthew who has interest in joining the group.

2) Review and Approval of Agenda

Motion to approve agenda – Keith Seconded Michele – Carried.

3) Review and Approval of the Minutes of Previous Meeting(s) – June 7, 2017

Motion to approve minutes - Keith Seconded – Michele Carried.

4) Business Arising

i) Landscaping Update

- Cutting Edge provides weekly updates (with photos) on progress
- Flowers were replaced in pots that were turned over. Cutting Edge has noted 3 others turned over; and replanted.
- Shrubs were removed in the planter beds near the three ponds; estimated 20 shrubs have been taken. **Note that this (and grass on 45 Ave) would need to be added to a future landscaping contract.**
- Cutting Edge contract ends this year; will need to consider renewal.

ACTION – Keith to request quotes and contract proposals for next year.

ii) Fence Staining Update

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- Will need to remind homeowners that fences on their properties about the community standard for fences that are not painted or to expected standards. Board to bring forward to a future meeting ideas for a letter or other ways to convince homeowners
- Pathways are done – looking good; a number of boards were place.
- Next length of fencing is 45th street. Board discussed that this was wearing and need to potentially proceed next cycle.

iii) Fountain Update

- Have continued to pursue fountains in the pond. Recommendation from Core Electric is to have consistent motor size between various fountains (3horsespower motor)
- A few model options: Sunburst - \$11,516 / Phoenix - \$12,788
- Still have costs of power; transformer; panels; includes LED lighting in fountains.
- Could do one fountain this year for our budget of \$50,000. City of Edmonton permits are being requested.
- Would wire for 2 fountains in each pond; but only install one at this time.
- Company would remove fountains for winter; annual costs for in and out and operating costs.
- Muskrat living in one pond would need to be moved.
- Instructions for a letter has been given to Esquire has been sent to residents who back onto the pond for feedback.

5) New Business

a) Review of Caveats Filled & Potential Use of a Collection Agency

- About 80% of homeowners have paid their fees.
- We filed 52 caveats; several have been cleared/discharged – need to confirm numbers as latest updates did not reflect Boards understanding of the current issues.
- Board discussed pros and cons for using a collection agency versus caveats.
- Discussed procedural options that might be available, including seeking best practices from other homeowners associations in the community.
- Discussed a recent case of a foreclosure that had caveats on the house – how to deal with this type of unique situation
- Board noted the outstanding HOA fees was an important concern for the Board and continued non-payment needs to be dealt with and an active approach is necessary.

ACTION – Esquire ask to produce regular graph on progress how to clear caveat/arrears payments – was supposed to be provided monthly. Asked to provide an update on how many were filed, and how many were discharged.

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ACTION – Esquire asked to see if it was possible to produce a report on the homeowners who are still owing that don't live in the Hamptons.

b) Other matters: Discussed a number of Board concerns with financial reporting and action arising. Board requested that Esquire follow up on a number of matters:

ACTION – Esquire to address cheque payment timelines. Looking for a response from Esquire to Jason's email.

ACTION – Esquire to share ongoing task list prior to regular meetings

ACTION – Esquire to review Board's direction to clear homeowners that owe less than \$10 (see previous meeting minutes from December) to remove those from the reports.

c) Communications

- Board discussed importance of maintaining a website - An example is a basic package for maintaining a website is \$499 annually; this is updated monthly for \$19.
- Discussed potential need for a second newsletter. Board discussed cost implications and that if we got a regular website proceeding; an additional newsletter would not necessarily be needed.

ACTION – Board (James) to get some quotes and bring forward for consideration at a future meeting

d) Next Meeting Date: Wednesday, September 6, 2017 - 7:30pm

e) Adjournment at 8:48pm.