

The Hamptons Homeowners Association

THE HAMPTONS SOUTH EAST EDMONTON HOMEOWNERS ASSOCIATION

MINUTES

Thursday, November 30, 2017 at 7:00 p.m.

at Edmonton Chinese Alliance Church

5019 – 199 Street N.W.

Edmonton, Alberta

Present: Keith, Michele, Jason, Matthew, James

Regrets: Lori, Alan, Michael

- 1) Meeting Call to Order and Establish Quorum – Quorum established; called to order at 7:08pm

Board discussed Board attendance and that some Board members had missed multiple consecutive meetings. One additional contact would occur by President; and members would be removed at next meeting by vote of the Board if they do not attend.

- 2) Review and Approval of Agenda

Motion to approve agenda – Keith Seconded James – Carried.

- 3) Review and Approval of the Minutes of Previous Meeting(s) – October 11, 2017

*Noted minutes should be amended to reflect they were final minutes and not an agenda.
Motion to approve minutes as amended - Michele Seconded – James Carried.*

- 4) Business Arising

- i) Review of arrears graph – All

Board noted arrears graph received and that progression continues; further efforts are still required to lower arrears. President discussed with Esquire Mgmt in mid October regarding demand letters.

- ii) Further Arrears collection steps – All

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Board discussed approach for further efforts on arrears. 60% of caveats have been discharged out of 90+ that have been filed. Board confirmed that collection efforts can continue despite a caveat being filed.

ACTION – Esquire to provide Board with a copy of a demand letter example.

Motion– To direct Esquire provide demand letters on all accounts outstanding (greater than \$10) at this time and each December henceforth. Moved by Keith; Seconded by Matthew. Carried.

iii) Review of draft budget (possible incorrect amount for fence painting) – All

Board discussed draft budget. Discussed budget that fountains should cost around \$50K. Board discussed funds could come out of landscape budget; bricks on Hamptons signage require powerwashing. Discussed exploring Christmas lights and requirements for budget.

5535 Fence Painting and Repairs should be: \$21,000

5600 Landscape and Maintenance should be: \$79,000

ACTION – Esquire to reflect the specific changes; and Board will consider and approve at next meeting.

iv) Website support discussion (Nox Marketing) – All

Discussed with Neil; existing website format looks good. Regular maintenance and updates. Wouldn't include build charge. Maintenance would cost approximately \$1200 per year; would consider weekly updates.

Motion to approve proceeding with Nox Marketing to update and maintain website. Moved by Michele Seconded by Keith. Carried.

ACTION – Michele to send website info to Nox. James to secure a contract with Nox. Jason to provide photos

v) Landscaping Update (planter damage and snow removal damage) – All

Discussed snow removal issues; photos of damage taken. City has been contacted and would have a discussion with contractor and would review and consider seeding in spring. No further action. Residents should be encouraged to contact City with any further issues.

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Planter damage – planters have been removed and sent to Seasonal Impact Contracting for storage. 7 have been rejected due to damage. Fibreglass pots are showing signs of damage as well. Have sent information to Seasonal Impact for restaining quote.

vi) Fence Staining Update – Keith

No update this time.

vii) Fences not meeting specifications (unpainted or incorrect color) - All

viii) Fountain Update – Jason

Board heard that approvals from City basically secured; finalizing EPCOR / power requirements and invoicing needs (account to be set up). Construction to begin in spring.

ix) Regular scheduled meeting date selection – All

Board discussed that meetings were being held at a 6 week interval (7pm). Discussed that Church hasn't determined community pricing as yet. Following schedule proposed.

January 4, 2018	May 10, 2018	Sept 13, 2018
February 15, 2018	June 21, 2018	October 25, 2018
March 29, 2018	August 2, 2018	December 6, 2018

5) New Business

Board discussed that it was time for management company review.

ACTION – Esquire to be informed and other companies to be contacted for a quote and services.

Bridge repair – discussed if follow up had occurred.

ACTION - Keith to follow upon bridge repair with City

6) Next Meeting Date (**Thursday, January 4, 2018**)

7) Adjournment 7:59pm