

# *The Hamptons Homeowners Association*

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**Annual General Meeting Minutes [unapproved]**  
**Hamptons South-East Edmonton Homeowners Association**  
May 17, 2018 7:00pm registration/7:30pm meeting  
Edmonton Chinese Alliance Church  
5019 - 199 Street NS, Edmonton AB

**Chairman:** Jason Murray (President of HOA)

**1. Call to order**

- a. Chairman called the seventh annual general meeting of the Hamptons HOA to order at 7:32 pm.
- b. Quorum is confirmed (17 homeowners present). Homeowners in attendance were welcomed.

**2. Proof of Notice**

- a. Notice was provided by advance mail to Homeowners and signage was posted; meeting notice requirements of the bylaws.
- b. Introduced Board members in attendance: Jason Murray, Keith Spiller, Lori Sorge, Michele Evans, James Magilton, Matthew Li.
- c. Joseph Dittrich (property manager with Esquire Management) was introduced.

**3. Approval of Minutes**

- a. Minutes from May 11, 2017 AGM were sent out with information package. It was asked if there were any questions arising or changes for the AGM minutes. None noted.

*Motion to move minutes by Kimberlee Owchar, seconded by Carlita Balio. Carried.*

**4. Treasurer's Report and Review of 2016 Audited Financial Statement**

- a. Acting Treasurer Michele Evans highlighted information on the HOA Balance Sheet as circulated. This is as of the end of December 31, 2017.
- b. Our assets remain strong; with total assets in the Income Statement reported at \$411,672.22. This includes accounts receivables (\$143,016.65) for outstanding HOA dues; that also includes any outstanding interest, caveat or legal charges that will be billed to the homeowners (i.e., the HOA recovers the costs incurred). We had a small outstanding liability (expense) of \$1,631.79 at the year end.
- c. Expenses (disbursements) were \$94,811.46 for 2017. The majority of expenses goes to landscaping costs.
- d. The contingency fund account amounts held at \$45,635.52. This fund is on hand to cover larger expenses that may be unplanned in a given fiscal period.
- e. Overall the HOA remains in a net positive fiscal situation; and has adequate income to meet planned expenditures.

*Motion to accept the Treasurer Report and Audited Statement. Moved by Michele Evans, Seconded by John Tidemann. Carried.*

**5. Report of the President**

Has been a good year; Matthew Li has joined to Board. There are continued available positions on the Board. We have updated our online presence; our website pages have been updated ([www.edmontonhamptons.com](http://www.edmontonhamptons.com)) and we have created a new Facebook page (Edmonton Hamptons HomeOwners Association). We are working to keep a more visible presence; including contact

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emails and information. Landscaping – the City does plan to do some additional grass cutting weekly this year in school areas only to help manage weeds. Our contractor, Seasonal Impact Contracting, will cut grass every two weeks and the Board has greater control and input into the landscaping activities. Community members encouraged to report landscaping or maintenance issues through the website contact information. Discussed that the City has some rules that we are unable to do some things. Flower pots (50) were purchased in 2015; we've added signs to those pots for awareness. This will be the last year for the flower pots; next year we will replace the pots with a new version. Board will be interested in community input on flower pot options – you can provide ideas. Discussed more permanent options like additional shrub beds or perennials. Will replace and fix flower beds; add more mulch. Annual spring clean up was completed in early May. Community League also had a garbage blitz to support clean up. You can volunteer if interested.

Shingles – we looked into replacement shingles; there is a standard in the neighbourhood. The original shingles had a cardboard base; we have identified an alternative replacement; that is an asphalt base. Website has information on options and architectural guidelines are online.

Fences in the community that were not consistent with guidelines; 175 homeowners have received letters to maintain the neighbourhood.

Core Electric has been working with the HOA to being fountain installation. They are working to secure the permits and install the electrical. Two fountains will be installed – one in the pond near the lift station (on 199 Street); the other fountain will be in the south pond (near 206 Street). This required electrical installations. Fountains will have colored LED lights.

Homeowners fees: right now as of the last update – we have \$105,000 outstanding. The HOA has placed a number of caveats on properties in order to collect outstanding dues. Board has been focused on ensuring homeowners are all paying their dues. This year, the Board has agreed to pursue a Collections Agent. Where two years of fees remain unpaid (\$300 outstanding) will be set to collections.

*Motion to accept the Presidents Report as presented. Moved by Michele Evans, Seconded by Lori Sorge. Carried.*

## **6. Nomination and Election of Directors**

- a. It was noted that there were up to 9 board positions, each for 2 year terms. Alan Dunton was removed from the Board as he was unable to be contacted. This year 6 positions were available to be filled (as Jason, Keith and Lori have one final year in their terms).
- b. The following individuals agreed to let their names stand for those positions:
  - i. Michele Evans
  - ii. James Magilton
  - iii. Matthew Li
  - iv. Kimberlee Ochar
  - v. John Tidemann

*Motion to elect Michele Evans, James Magilton, Matthew Li, Kimberlee Ochar, and John Tidemann as Directors for a 2 year term to end in 2020. Moved by Lori Sorge, Seconded by Keith Spiller. Carried.*

## **7. Appointment of Auditors**

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- a. Chairman explained the process and role of auditors. A minimum of 3 homeowners were requested to act as auditors for the fiscal year end.
- b. The following individuals were willing to act as auditors and let their names stand for appointment:
  - i. Don Ochar
  - ii. Terry Cherwick
  - iii. Carlita Balio

*Motion to appoint Don Ochar, Terry Cherwick and Carlita Balio as auditors for the HOA. Moved by Lori Sorge, Seconded by Keith Spiller. Carried.*

## **8. Other Business**

- Question about bridge near Hardy Point. Board advised that they were aware of the elevation problems and were working to resolve; has been difficult to work on with City.
- How to get a stop sign in our area: City of Edmonton is responsible for stop signs. Need to request at 311. Shared that both school parent groups were continuing to raise and work on transportation issues in the area.
- Discussed the difference between HoA and Community Leagues (noted next Community League meeting is June 13 7pm at Sister Annata School). Noted the HOA was more for ongoing landscaping and area maintenance – the community league was more social activities like soccer, bike safety and other events.
- Community members shared they were interested in lights at entrance and around ponds. Does require power, but can look into it. Community members discussed that this might be a better investment than flowers.
- Discussed crime options in the area. Community League does have a plan for a neighborhood watch. More information can be found on their website/Facebook page.
- There are lights burning out by the three ponds. These need to be reported to the City (311).
- Garbage clean up. Many didn't hear about the event. Encouraged to have more regular events; and keep the neighborhood more cared for.

## **9. Adjournment**

*Motion to adjourn meeting at 8:55 pm. Moved by Michele Evans Seconded by James. Carried.*