



**Rosenthal Homeowners Association  
Board of Directors Meeting  
Thursday June 25<sup>th</sup> , 2020 @ 2:00pm  
Location: Via Call Conference (Covid-19 Social Distance Measures)  
Meeting Minutes**

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**Attendees:** Triona Cosgrave, Secretary  
PJ Pescod, President  
Lorrie Gray, Res. Director  
Scott Holliday, Res. Director  
Geoff Mann, Res. Director  
Cristi Leskie, Res. Director

**Regrets:** Tanya Eklund, Treasurer

1. **Call to order** – PJ Pescod – 1:36 pm
2. **Approval of Meeting Minutes**
  - March 26th 2020
  - Motioned by Lorrie Gray, Seconded by PJ Pescod, Approved
3. **Items Arising from Minutes**
  - There were no items arising from the Minutes
4. **HOA Update**– Triona Cosgrave
  - Triona Cosgrave has followed up with the City of Edmonton and they confirmed they do not have the staffing capacity to provide additional maintenance for the Rosenthal Community.
    - Due to the Lewis Golf course experiencing issues with staffing due to covid-19 an additional contractor has been contracted to address the HOA areas.
    - The New Contractors are Landtec. They will also address the mulch in the flower beds, and the rocks in the waterfall.
  - Triona Cosgrave reported that The Lewis Estates Golf Course installed 3 out of the 5 fountains. We are currently working to energize the new fountains in the South Pond. The meter should be installed by June 26<sup>th</sup> by EPCOR. The Golf course is ready to have them operational as soon as possible.
5. **Financial Update**– Triona Cosgrave
  - Triona Cosgrave reviewed and answered questions on the 2020 Balance Sheet.
  - Triona Cosgrave reviewed and answered questions on the 2020 Profit and Loss YTD Budget comparison.
    - Geoff Mann requested for the legal & Professional fees to be broken down in separate line items.
  - Triona Cosgrave reported that 6 Homes from 2019 are currently with Field Law for collections.
  - Triona Cosgrave reported that 169 Homes are currently unpaid for 2020 collections.
    - Triona Cosgrave reported that collections to Field law for 2020 would be postponed until August 2020. Reminders will continue to be sent, via email and mail.
  - Triona Cosgrave reviewed and answered questions on the 2019 Audited Financials. The Financials were also posted to the website.
  - Triona Cosgrave advised that the community liaison officer for Transmountain has been in regular contact pertaining to the pipeline construction. Triona Cosgrave will continue to share relevant information with the community through the communications module.
  - Cristi Leskie shared information on a similar software company for HOA's named ShoutCMS. Triona Cosgrave will reach out for pricing and information.



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**6. Other Business**

- Due to gathering restrictions imposed due to the Covid-19 pandemic the 2020 Rosenthal HOA AGM will be tentatively set for November 18<sup>th</sup> 2020.
  - Alberta Corporate Registries has confirmed that Non-Profit Organizations, of which homeowners associations fall under, will be able to postpone AGMs until the ban on public gatherings has been lifted.
  - The package will be ready prior to the September 2020 Meeting
  - Triona Cosgrave will monitor government guidelines closely and communicate with the Directors for potential dates and restrictions that may need to be applied.
- Melcor Community Event scheduled for June 15<sup>th</sup> 2020 may has been cancelled due to the government restrictions on social gatherings.
- Covid-19 - There has been no impacts on the operations of the HOA due to the covid-19 Pandemic for example:
  - Melcor has continued to address issues and contracted our maintenance crew for the seasonal work. Residents and the Directors are in regular contact via email and phone therefor operations have not been affected.
  - 2020 Collections to the lawyers have been delayed due to this unprecedented time. Melcor has increased the reminder process with a sensitive message offering payment plans. This has been done via email, and mail where email isn't available. This seems to be effective, May 2019 166 homes were sent to collections to field law. As of today's date 169 homes remain unpaid. Unpaid accounts will be sent to collections in August but Melcor will endeavor to continue to remind residents in the interim.
- The Board would like FAQ's added and posted on the HOA website. Also information that was previously posted had been lost due to the transfer of the website to WordPress. The information will be reinstated. Triona Cosgrave will update the website.
- The Board would also like the maps to be updated to highlight the HOA areas as the current maps have caused confusion with the residents in Rosenthal.
  - Triona Cosgrave will follow up with IBI for assistance.

**7. Next Meeting Date**

- Thursday September 17<sup>th</sup> , 2020 at 2:00 pm
- Zoom Meeting

**8. Adjournment- 3:37 pm**

**9. Development Update – PJ Pescod Reported on development updates**