



**Rosenthal Homeowners Association  
Board of Directors Meeting  
Thursday September 17<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 – 2:03 pm
2. **Approval of Meeting Minutes**
  - June 25<sup>th</sup> 2020
  - Motioned by Cristi Leskie, Seconded by Lorrie Gray, Approved
3. **Items Arising from Minutes**
  - There were no items arising from the Minutes
4. **HOA Update**– Triona Cosgrave
  - Triona Cosgrave reported Due to Covid 19 and the impacts of staffing The City of Edmonton has indicated that there will be minimal maintenance to the landscaped beds under their responsibility for the 2020 season.
    - The HOA will supplement additional maintenance on these areas and has engaged their contractor to address these areas when needed to ensure the community is maintained to the high standard that the residents of Rosenthal are accustomed to.
    - The HOA maintenance areas on the [Community map](#) will continue to be maintained regularly as our contractors have not been impacted by the current pandemic.
  - Triona Cosgrave reported that The Lewis Estates Golf Course installed all 5 fountains. We are currently working to repair the wiring in one fountain in the South Pond. The Golf course reported the damage is being caused by wildlife in the area. They are waiting on materials and parts from The US and will endeavor 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.
  - Triona Cosgrave reported that 3 Homes from 2019 are currently with Field Law for collections.
  - Triona Cosgrave reported that 122 Homes are currently unpaid for 2020 collections.
    - Triona Cosgrave reported that unpaid properties were sent to Field law for collections on September 14<sup>th</sup> 2020.
6. **AGM Date**– Triona Cosgrave
  - Date – **October 19<sup>th</sup> 2020 at 6:00 p.m. ONLINE**
  - Record Date – September 26<sup>th</sup> 2020
  - Alberta Corporate Registry confirmed via email, with the ongoing global COVID-19 pandemic, a Society has permission to hold a remote meeting due to COVID-19. Our AGM format this year will be online only
  - Draft AGM Package & Info Circular



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- Package will be sent to the printer and will be in the mailbox of the residents prior to the record date of September 26<sup>th</sup> 2020, and a Statement of Mail will be provided as proof.
- Number of Directors Seven (7)
- All existing board members are standing for re-election
  - Geoff Mann requested the PROXY identify the Existing Directors

**7. Other Business**

- The Board reported incidents of Children playing on or around the waterfalls, and removing stones. The board has established the existing signage is not adequate.
  - Triona Cosgrave will follow up with the signage company to add additional signage to deter this behavior. Information pertaining to the cost implication to the HOA, and dangers will be posted on the HOA website.
  - Triona Cosgrave will also follow up with Landtec on replacing the stones and mulch.
- Triona Cosgrave followed up with software company ShoutCMS for pricing and information.
  - CMS and Membership management software operates on one database, the members. However, HOAs must maintain records of properties and homeowners. In other words, HOAs require two databases, one for properties and one for homeowners. The fees are attached to the property, while the invoices is addressed to the homeowner.
  - Central will accurately and securely keep track of your properties (the fees which are associated with them) and the homeowners to whom the invoices are sent. Central will also keep track of the history of home ownership. Using other software, because they only have one database, you will only be able to keep track of the history of either the homeowners or the properties, not both. The software is currently not adequate for the needs of the HOA.
- Triona Cosgrave reported TransMountain is hosting a Resident Appreciation event on Saturday September 19<sup>th</sup> at the Spray Park. This event is fully funded by TransMountain.

**8. Next Meeting Date- AGM**

- Monday October 19<sup>th</sup> , 2020 at 6:00 pm
- Zoom Meeting

**9. Adjournment- 3:13 pm**

**10. Development Update – PJ Pescod provided development updates for the community.**