

**MINUTES**

Erin Ridge Active Adult Living Homeowners' Association  
Board of Directors' Meeting  
Wednesday October 5th, 2016

Location: KDM Management Inc. Office, 103-205 Carnegie Drive, St. Albert, AB

**1. Present:**

Ray Rohr  
Lorne Howell  
Paul Boutin  
Ronald Ponich

Lynn (Margaret) Murk  
Jim Terry

Kelly Cruthers (KDM Management)

**2. Call to Order:**

The Chairperson, Ray Rohr, called the meeting to order at 9:32 a.m.

**3. Adoption of Agenda:**

It was moved by Margaret Murk and seconded by Paul Boutin that the Agenda be adopted as presented. Carried

**4. Adoption of Minutes of August 19, 2016 Meeting:**

It was moved by Jim Terry and seconded by Ron Ponich that the minutes of the August 19, 2016 Board of Directors' meeting be adopted as circulated. Carried

**5. Action Items from Last Meetings:**

**a. Fence Repair Project;**

The Fence project has been completed, and it was agreed that the fence should be painted in 2017. It was moved by Lorne Howell and seconded by Ron Ponich that an honorarium in the amount of \$250, be given to each Florin Bergh and Daryl D'Amico, for the outstanding job they did in managing the fence repair project. Carried

**Action - KDM**

**b. Nomination Committee Report;**

There will be four vacancies on the Board of Directors at this time. The Chair of the Nominating Committee reports that four members have agreed to stand for nomination.

**6. Financial Reports;**

The August 31, 2016 Financial Statements were reviewed and it was moved by Lorne Howell and seconded by Margaret Murk that they be accepted as presented. Carried

**7. New Business;**

**a. Audit Report**

It was moved by Lorne Howell and seconded by Paul Boutin that the small outstanding receivables identified by the Auditors be written off. Carried

**Action - KDM**

**b. Applications for Project Approval**

It was moved by Margaret Murk and seconded by Lorne Howell that the Approvals for 64 Enderby, installation of a solar tube and 17 Enderby, replace decking, to be stained Wedgewood be ratified. Carried

**c. Tree Pruning Policy**

Margaret Murk will add an article regarding tree pruning and the benefits of maintaining trees in the next newsletter to be sent after the AGM on October 12 2016.

**Action - Murk**

**d. 2017-2018 Budget**

Ray Rohr and Lorne Howell developed a first draft of the 2017-18 budget for Kelly Cruthers to work from. It indicated that no increase in Association fees would be required for 2017-2018.

**e. AGM**

The arrangements for the October 12, 2016 AGM 6:30pm at the St. Albert Inn were reviewed. It was agreed that decaf coffee and cookies will be served.

**Action - KDM**

**8. Next Meeting;**

A short meeting will be held immediately after the October 12, 2016 AGM.

**9. Adjournment:**


There being no further business, the meeting was adjourned at 10:45am

Minutes Approved

President

  
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Ray Rohr

Secretary

  
\_\_\_\_\_  
Jim Terry

Oct 12, 2016  
date