

**New Discovery Homeowners' Association (NDHA)**  
Date: **June 5, 2012, 7:10 p.m. start, adjourned 7:45 p.m.**  
**Resumed June 12, 2012, 7:00 p.m.**  
Location: **Menno Simons School, 7000 Elkton Drive SW**

**Meeting Minutes**  
Type of Meeting: **Annual General Meeting**  
Chair: **Gloria Boguslaw, President**  
Minutes: **Bob Morrison, Secretary**

**Attendance:**

June 5, 2012	25 members present in person (29 residents in total) 95 members represented by proxy 3 guests
June 12, 2012	2 members present in person (2 residents in total) 105 members represented by proxy

- I. Call to order:** The meeting began on June 5<sup>th</sup> at 7:10 p.m.
- II. Quorum:** Quorum of 10% of the members present at the meeting or represented by proxy was not reached. After waiting half an hour from the appointed time for the meeting as prescribed in s. 14 of the *Articles of Association*, the meeting was adjourned to the same day in the next week, at the same time and place.

Following adjournment, the members present were provided with updates on landscaping and other activities of the NDHA. A summary of those presentations is provided as an addendum to these minutes

On June 12<sup>th</sup>, quorum of 5% of the members for the adjourned meeting (s. 14 of the *Articles of Association*) was reached.

- III. Welcome:** Gloria Boguslaw, President, welcomed those who were in attendance. Members of the Board of Directors and guests were introduced. Bob Morrison informed members that quorum had not been reached as of the start of the meeting and explained the procedure for adjourning the meeting and reconvening the next week if necessary.
- IV. Alderman's Report:** Alderman Richard Pootmans reviewed some of the issues facing the community and the city. These included the plan to improve Highway 8 (Glenmore Trail) east of Discovery Ridge, progress on the West LRT, cell phone towers, street lighting, the Ring Road, Griffith Woods, the City's proposed Clearwater Park in Rocky View County, and Elbow Valley's request for City sewer service.
- V. Finance Update:** Ron Parisien, Treasurer, outlined the financial activities since the last Annual General Meeting. Invoices were sent to all members in late January and the Members' Registry was continually updated to reflect current homeowners. The Collection Policy continues to be enforced and the Finance Committee has implemented the Capital Plan to guide future financial decisions.

Ron reviewed the Association's Balance Sheet and Statement of Operations. As of the end of 2011, net assets were \$775,183. At the end of 2011, accounts receivable had been reduced to \$31,551, demonstrating the success of the Association's Collection Policy. The largest portion of annual receipts continues to be used for ongoing maintenance of the common areas. The audited financial statements for 2011 are posted on the Association's website [www.ndha.ca](http://www.ndha.ca).

Looking forward, the budget for the coming year is \$560,169 and includes capital expenditures to rehabilitate the flower beds on the outside of the traffic circle and the green space at the western end of Discovery Ridge Boulevard. The projected deficit of \$31,144 will be paid for from the Green Space Enhancement Reserve Fund which is used to modify or rehabilitate green spaces. Future financial issues include updating the Capital Plan, continuing to implement the Collection Policy, and starting the 2013 budget. In terms of collections, only 56 accounts (<4%) are in arrears as of June 1<sup>st</sup> for the 2011 fee and/or prior.

**June 5<sup>th</sup> Adjournment** -----

**June 12<sup>th</sup> Reconvening** -----

**VI. Appointment of Auditors:** It was moved and seconded to appoint Thompson Penner & Lo as auditors of the NDHA for the ensuing year at such remuneration as may be approved by the Directors of the NDHA. Passed 105 in favor, two proxies against.

**VII. Board Nominations:** The following members volunteered to serve on the NDHA Board until the next annual general meeting:

Ali Asghari  
Gloria Boguslaw  
Michael Mercier

Bob Morrison  
Ron Parisien

It was moved and seconded that these members be elected to serve as Directors. The motion was passed unanimously.

**VIII. Adjournment:** The meeting was adjourned at 7:02 p.m. on June 12<sup>th</sup>.

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**ADDEDNDUM**

**June 5<sup>th</sup> Post-Adjournment Presentation Summary**

**Landscape Committee:** Michael Mercier, Vice President, reviewed landscaping activities over the past year and extended an invitation to all members to volunteer to help the Landscape Committee. As in previous years, 2011 saw over 4,000 work hours of landscape contract related work maintaining the green spaces in the community. Highlights included:

- Carolyn Brown was hired as the landscaping supervisor for green space maintenance activities in the community on behalf of the NDHA.
- The Landscape Committee worked with the City's Urban Forestry division to replace dead and diseased trees.
- The medians along Discovery Ridge Hill and Discovery Ridge Boulevard below the waterfall were re-sodded with more drought tolerant, lower maintenance grass.
- The Landscape Committee continues to work with the City to deal with beavers in the overflow pond.
- Volunteers planted bulbs in beds in the community.

Two beautification projects are scheduled to start in mid-July. These are renovation of the area around the traffic circle with new plantings and boulders and creation of a path and seating area at the western end of Discovery Ridge Boulevard.

An individual has been hired to clean and refinish the park benches. Winter kill along the entrance median and down the hill will be cleaned up. The supplier of the new sod will be working with the Landscape Committee to remedy areas where the sod has died.

**Capital Projects:** Carolyn Brown explained the work that will be done around the traffic circle and at the western end of Discovery Ridge Boulevard. Brent Ludwig and Bob Morrison described the tennis courts and ice rinks the Discovery Ridge Community Association is building across from the commercial area.

**Vista Point Encumbrances:** Bob Morrison provided an update on securing encumbrances for the residences on Discovery Vista Point. It was not possible to obtain the twelve encumbrance agreed to at last year's Annual General Meeting. The Board will consider its options.