



**Edmonton Aurora Residents Association
Board of Directors Meeting
Saturday, September 14, 2024, at 12:00 pm
Location: Leopolds, Orchards
Meeting Minutes**

Attendees: Paul Rosich, President
Terri Reid, Vice President
Triona Cosgrave, Cosgrave Consulting
& Management Ltd.

Amit Malhotra, Secretary/Treasurer
James Wright, Vice President

Regrets: Shelly Wilkes, Vice President

1. Call to order – Paul Rosich - 12:09pm

2. Approval of Meeting Minutes

- Board Meeting Minutes – June 9, 2024
 - Motioned by Paul Rosich, and seconded by James Wright, Approved

3. HOA Update– Cosgrave Management

- 2024 Maintenance
 - Landscape Specialist completed the 2024 spring cleanup and mulch top up.
 - Waterworks ponds will monitor the weather and delay the fountain removal as long as possible. They will also examine the fountains on removal to ensure they are in good working order for Spring 2025 installation.
 - The Board would like the parts and labor to be locally sourced.

4. Financial

- 2024 P&L YTD & Budget Comparison
 - Cosgrave Management answered questions on the 2024 P&L YTD & Budget Comparison
- 2023 Collections
 - Cosgrave Management reported there are 4 homes in Collections with Field Law.
- 2024 Collections
 - Cosgrave Management reported there are 33 accounts in collections with Field Law.
- 2023 Audit
 - The 2023 Audit was completed by Cass & Fraser
 - Cosgrave Management has added them to the website.
- 2023 GST
 - Cosgrave Management has received notice from CRA about the prior year filing.
 - Cosgrave Management will draft a letter for the Board for authorized representatives and update the account.
- 2025 Budget
 - Cosgrave Management will prepare a draft budget for the Board to review in early October 2024.
 - 2025 invoicing will be distributed electronically.
 - Accounts without an email on file will receive a paper copy through Canada Post. Only one invoice will be sent.
 - Reminders will only be sent via email.
 - Information signs will be placed at the entrances of the community.
 - Posts will be created for the community Facebook group



**Edmonton Aurora Residents Association
Board of Directors Meeting
Saturday, September 14, 2024, at 12:00 pm
Location: Leopolds, Orchards
Meeting Minutes**

- Communication to be sent in early October by Cosgrave Management to the community to remind residents about the change in notices and encourage residents to ensure emails are on file.

5. Other Business

- 2024 Community Event
 - Cosgrave Management provided a summary of expenses of the event to the Board.
 - The Board would like to see some additional tables for the Art and craft activity.
 - The Board would also like to add an obstacle course to the next BBQ.
 - The Board would like to reach out to the local vendors for the next events.
- The Board would like to reach out to the city of Edmonton for a contact for the green shack program as it was not set up in Aurora for the 2024 season.
- 2025 Architectural Review
 - The Architectural Committee will initiate an audit of the Community again in spring 2025. They will follow up with the homes that are not complying.
 - Additional steps will be established for compliance.
- Seasonal Community Lights
 - Cosgrave Management provided a quote from the lighting company. The Board would like to review the power and ensure it's available prior to installation.
- 2024 AGM
 - The AGM will be held on March 20, 2025.
 - The Package will be distributed electronically.
 - The 2023 & 2024 Audited financials will be included in the 2025 package and reviewed at the meeting.
 - Information signs will be placed at the entrances of the community.

6. Next Meeting Date

- December 7, 2024 @ 12:00pm
- Leopolds, Orchards

7. Adjournment – Paul Rosich - 1:30pm