

Centennial Trail HOA Board

31 January 2025 / 5:00pm / 5320 Centennial Trail.

(Minutes approved by board: 2025-02-03)

Attendees

Board present: Alex Duncan, Robert Smith, Kevin Holtzclaw, David Klamann, Doug Sparks

Community: None

Recording of board actions since last meeting

- 20th April 2024. Authorised removal of damaged crabapple tree in South park. Actual method of removal still under review. Not yet done.
- 26th May 2024. Circulated details of fence repair contractor to entire street. Thanks to Gail & Dick Smith for the details. Resolved HOA Board would not coordinate work for individual properties.
- 8th July 2024. Agreed new insurance policy. Same agent, but major, fundamental re-write of the policy. E.g., our primary policy now includes coverage for member-volunteers, where that used to be a separate policy. Overall coverage essentially unchanged even though completely new policy.
- 25th July 2024, 20th Sept 2024. Authorised purchase of spares for snowblower.
- 20th Sept 2024. Resolved we will use the same software for snowblower web booking this year
- 25th Jan 2025. Approved TORII contract for 2025. No change in price

Review of contracts for coming year

- Gardening
 - Happy with existing service. No price increase this year. Continue as is.
- Website / email
 - All IT now consolidated to a single vendor; Dreamhost
 - Website and email paid up until mid 2026. No expense this year. Paying once every three years is cheaper than paying annually and acceptable procedure to the Treasurer.
 - Domain registration next due in 2027.
- Insurance
 - Existing service adequate. Attractive because a single agent has been able to provide all our policies.
 - Intend to renew when it comes due later this year.
- Snow
 - Not yet had any negative feedback on the self-clearing system
 - Will proceed without a snow removal contract and intend to repeat same system as current Winter with member volunteers.
- Backflow annual test
 - Happy with existing service. Continue as is.

Financial report 2024. Set budget and dues for 2025

- David circulated report before meeting. Approved by the Board without any modifications.
- Another good year financially. Small addition to reserve.
- Resolved unanimously, 2025 annual dues are \$400 per household, due 1st April 2025. Reduction of \$25 compared to last year.
- Intention is that this level of dues can be maintained for several years while inflation gradually reduces the Reserve down to the one year budget target.
- This level of dues is only possible as long as sufficient volunteers are available to drive snow blower.

- Given our reserve is quite large, we will investigate options with our bank to open an interest bearing savings account.

Status of document review / Bylaws

- Kevin has taken over from Beth as chair of the group
- Kevin still needs to get the latest versions of papers from Beth, but our intention is to hold the formal adoption vote at the 2025 members' meeting.

Board membership

- Two terms expires at this year's annual meeting
 - Alex will stand for re-election
 - Doug will be standing down after six years' service. Thank you, Doug.
 - David Johnston has been nominated and will appear on the ballot at the upcoming members' meeting

Plan 2025 Members' Meeting

- Meeting is 7pm, 20th March 2025 at 5355 Centennial Trl (Alex & Pauline Duncan)
- In person meeting with zoom/hybrid option
- Standard docs to prepare for circulation
 - Robert: announcement, agenda, proxy form
 - Robert: brief update on CCIOA as it applied to CTHOA
 - David: financial report and budget
 - Kevin: presentation on bylaws

Any Other Business / Open Floor

- We would like a way of circulating personal recommendations on household contractors. In the past several homeowners have contacted the HOA saying, "We just had *this work* done and were really impressed with the contractor". How can the Board pass that on in a systematic manner without implying any formal HOA endorsement?
- Reviewed all 2024 changes to CCIOA. A brief summary will be presented to membership at the annual meeting.

Meeting closed 5:45pm.

Action Items

1. Kevin to get final revision of ByLaws from Beth, for presentation at annual meeting.
2. David investigate if our bank will offer interest on our reserve capital.
3. Robert to prepare standard docs for annual meeting
4. David to prepare financial report and budget for annual meeting
5. Robert figure out how we schedule zoom for the annual meeting.