

April 1, 2019

NOTICE TO ALL OWNERS

Willow Creek Home Owners Association

**WILLOW CREEK HOME OWNERS ASSOCIATION
2019 ANNUAL GENERAL MEETING**

Please find attached your notice of the forthcoming Annual General Meeting, Agenda, Proxy, 2018 AGM Minutes and 2017 Financial Statements.

In order for Willow Creek HOA to be maintained according to the wishes of the majority of the owners, we ask that you make every effort to attend this meeting.

We remind you that, under the by-laws of the corporation, no owner is entitled to vote at any General Meeting unless all assessments payable on his/her unit have been paid.

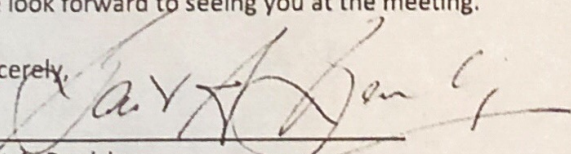
At this meeting, no less than 4 members of the Board will resign as per the Resolution passed at last year's AGM. These Board members may allow their names to be put forward for re-election.

We will be asking that any owner interested in being considered for election to the Board to please submit their name and a brief biography to us prior to the meeting.

If you cannot attend this meeting in person, we ask that you sign the enclosed proxy form and return it to us so that your voice may be heard. In addition, it is important that owners are represented, in person or by proxy, to ensure that a quorum is reached and a meeting can be held. If you have any questions, please contact our office at 403-294-0411.

We look forward to seeing you at the meeting.

Sincerely,


Bart A. Bardsley
Asset Manager

Magnum York Property Management Ltd

**WILLOW CREEK HOME OWNERS ASSOCIATION
NOTICE OF ANNUAL GENERAL MEETING**

TAKE NOTICE THAT the Annual General Meeting of the Unit Owners of Willow Creek HOA will be held at the time, date and place as stated hereunder:

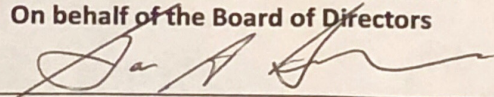
DATE: Wednesday, May 1, 2019
TIME: 7:00 PM (Registration starts at 6:30 PM)
PLACE: Bearspaw Lion Hall
25240 Nagway Road
Calgary, Alberta, T3R 1A1

AGENDA:

1. Appointment of Chairman for Meeting
2. Recording of the Roll and Certifying Proxies
3. Proof of Notice of Meeting or waiver of Notice
4. Approval of 2018 AGM Minutes
5. Report of Officers
6. Report of Committees
7. Financial Report
8. Appointment of Auditors
9. Election of Board of Directors
10. New Business & Question Period
11. Adjournment

**Willow Creek Home Owners Association
On behalf of the Board of Directors**

Per: _____



Bart A. Bardsley
Asset Manager

Magnum York Property Management Ltd

Willow Creek 2018 AGM
Wednesday, January 10, 2018
6:30pm (Registration at 6:00pm)
Bears paw Lions Hall

DRAFT

The meeting was called to order at 6:15 pm by Bart Bardsley

1. Appointment of chairman

- No objections to have Ross chair the meeting.
- Approved by Jerry
- Seconded by Jason Groot
- All in favour, motion passed
- Ross introduced the Board and Bart from Magnum York

2. Recording of the roll and certifying proxies

- Quorum achieved
- 27 owners are present either by proxy or in person out of 52
- 50 units are eligible, 2 ineligible (1 developer lot and 1 failed to pay fees)

3. Proof of Notice of Meeting

- Mail out was sent
- Motion made to approve proof of notice
- Moved by Jason Groot
- Seconded by Wade Schmuland

4. Approval of 2016 AGM Minutes

- Including revision issues during today's meeting
- Motion made to approve minutes
- Moved by Cory Schmuland
- Seconded by Jerry Haasen

5. Report of Officers

- Joel (President) Reports:
 - Update on Willow Creek Phase 2
 - Not part of Willow Creek currently, negotiations ended
 - May join after homes are completed
 - Community garbage spring clean-up was a success, plan on another this year
 - Semi-Trailers were removed from the community
 - All accounts were paid except 1

- Discussion on mailbox shelter and current status, out for bid with clarification being issued, expected spring construction start
- Speeding in the community, look at options, speed bumps

6. Report of Committees

- Bob (Design Committee) Reports:
 - Continue to use Haven Designs for architectural approvals
 - 28 homes are completed
 - In 2017, 6 homes were approved, 2 revised, 1 preliminary application
 - Landscaping plan has been relaxed and the Board will deal with complaints on an individual basis.
 - Tall trees will need to be evaluated if they start blocking views

7. Financial Report

- Shaun (Treasurer) Reports
 - \$13k under budget in 2017
 - HOA charges the minimum of fees allowable under the articles of association
 - All accounts have been paid except 1
 - Continually adding to the reserve fund
 - 2018 Budget is similar to 2017
 - 2017 income is \$68k, operating account \$82k, reserve fund \$7200
 - Breakdown of fees
 - Landscaping costs were to install the pathway rocks

8. Appointment of Auditors

- Bart asked for approval to appoint auditors for 2018 to file tax return and provide a notice to reader audit.
- Motion to approve the request to hire auditors for the 2017 financials ,because the HOA is a Corporation they have to file a tax return.
- The owners Approved Bart's request
- Bart assumed the role of chairman temporary for the meeting to supervise the resignation and election of the new Board.

9. Election of Board of Directors

- 9 existing members want to return except 1 (Shiva)
- 2 new members wish to run, Harry Minhas & Farouk Warraich
- It was decided that as we have 10 applicants for 9 positions that we would go to a written ballot vote.
- Bart solicited the help of Jackie Trask and Mainak Ghosh to help count the ballots.
- Bart thanked Jackie and Mainak for their assistance in enumerating the votes, Bart then announced the new Board.

- New Board: Joel, T.J, Derek, Ross, Shaun, Perry, Jason, Bob & Harry.
- Bart asked for a motion to destroy the ballots.
- Moved by Jason
- Seconded by Corrie
- Motion was carried

10. New Business & Question Period

- Bart presented the two new resolutions and opened the floor on resolution #1
- After discussion, a motion was made by Harry and seconded by Jerry to amend resolution #1 as follows:
 - If within ten (10) minutes from the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned for five (5) minutes to allow further Voting Members to attend on the same day, at the same place, and if at the adjourned meeting a quorum is not present, the Voting Members present shall constitute a quorum.
- Motion was approved 27 votes for and 0 against .
- In regards to resolution #2, a motion was made by Jason and seconded by Jerry that resolution #2 be approved as presented.
- Motion was approved unanimously 27votes For and 0 against.

Q&A

- Home owners are not allowed to pump water out of drainage ponds, its illegal and will be reported
- Posting of more information on the Willow Creek Web page
- Theft in the community and residents being cognizant of strange vehicles, times
- Resident directory online, not sure of confidentially rules
- Speed Bumps
- Building homes in timely fashion as per guidelines on Articles
- Walking path Bridges being completed
- Landscaping at front entry dying
- Re-evaluate recycling in community

11. Adjournment

- Motion made to adjourn meeting at 8:20pm
- Moved by Jason
- Seconded by Joel