

# HOA Desrochers Board of Directors Meeting

## Meeting Minutes

Date: August 20, 2025  
Time: 7:07 P.M.  
Location: Desrochers Neighbourhood  
Attendees: John, Jonathan, Collins, Sam, Hansen  
Guests: Doug  
Regrets: J.R., Anh

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### 1. Call To Order

The meeting was called to order at 7:07 P.M.

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### 2. Approval of Agenda

- Agenda to be approved at the end of the meeting.
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### 3. Approval of Previous Minutes

- June 18 & July 8 Minutes

Motion to approve minutes:

- Motion by: John
- Seconded by: Sam
- Opposed: None
- Vote: All in favour

- July 30 Minutes

Motion to approve minutes:

- Motion by: John
- Seconded by: Hansen
- Opposed: None

- Vote: All in favour
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#### 4. Financial Report & Transition

- Final financials from Celtic will be for the month of July.
  - Management of accounts, bills, and documents has been transferred to Bridgegate.
  - Celtic account remains open until the end of August.
  - Bridgegate account currently holds \$425K+.
  - Transition noted as overall smooth.
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#### 5. AGM Planning (October 16, 2024)

- Director Status:
  - Collins not running.
  - Jonathan – 1 year, running again.
  - John - 2 years (**continuing second year**)
  - Hansen – 2 years (**continuing second year**)
  - Sam – 2 years (**continuing second year**)
  - Anh – 1 year, tbd.
  - JR – stepping down.
- AGM package to be assembled and distributed by Bridgegate (Tamara) to residents via email or mail.
- Audit: Luu Ho (HO LLP) engaged.

Motion by John to have auditor present at AGM:

- Motion by: John
- Seconded by: Collins
- Opposed: None
- Vote: All in favour

Approved.

- AGM Promotion:
  - AGM date to be shared via Facebook, Bridgegate blanket email, and HOA website posting.
  - Rental of three entry signs (Sep 2 – Oct 17).

Motion by John to place signs and budget \$1,300:

- Motion by: John
- Seconded by: Collins
- Opposed: None
- Vote: All in favour

- Voting Procedures:
  - In-person and online voting will occur by owners raising hands.
  - Online voting differentiation (condo/home/etc.) is not enforceable—participants will simply raise hands virtually.
  - No proxy votes required unless special resolution. If requested on floor, ballots must be provided (per bylaws).
- Other AGM Items:
  - President's notes (Doug preparing).
  - Organizational chart to be shared (Doug & Tamara).
  - Additional volunteers to assist Bridgegate at AGM.

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## 6. Communications & Marketing

- Marketing Banners:

Motion by John to create 2 banners (budget \$600):

- Motion by: John
- Seconded by: Jonathan
- Opposed: None

- Vote: All in favour
- Doug Wooglar to complete banner work. BPMG will be billed for reimbursement.
- Website:
  - No rebuild needed; Base2 Studio to tweak framework for Bridgegate redirection.
  - Updates to website: tone/language, Facebook link, analytics integration.
  - Domain renewal due October.

Motion to budget up to \$1,000 for Doug to work with Base2:

- Motion by: John
  - Seconded by: Hansen
  - Opposed: None
  - Vote: All in favour
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- Sponsorships: Post-AGM consideration for newsletters and AGM online boards.

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## 7. Operations Updates

- Email Access: Tamara currently lacks access. JR to assist in providing limited “viewer” access to minutes folder.
- Mail: Motion to redirect for 1 year PO Box mail to Bridgegate and close PO Box thereafter:
  - Motion by: John
  - Seconded by: Collins
  - Opposed: None
  - Vote: All in favour
- Fountain repair: Jatec scheduled servicing in 2–3 weeks.

- A new service provider will soon be contracted for the fountains install, repair, fall removal and storage.
- Entry Signs: Installation company reviewing repair needs.
- Councillor Election Signs

Motion to allow signs on HOA fences:

- Motion by: John
- In Favour: Jonathan and Collins
- Opposed: Hansen, John, Sam
- Vote: 3 against, 2 in favour
- Motion defeated.

- Campaign/political signs only permitted on grass/boulevard areas.
- John to enforce.

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## **8. Policy & Procedures**

- Deferred until after AGM.

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## **9. Adjournment**

Meeting adjourned at 8:30 p.m.