



**Square Butte Ranches Ltd.**  
**Square Butte RANCH CLUB**  
**Board of Directors Meeting**

Date: 27 February 2019

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Present:	Linda Durward, Chair	Taryn Fielder, Treasurer
	Colleen Kanderka, Vice Chair	Cory Robinson, Secretary

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1. Taryn moved to approve proposed Agenda for this meeting, Colleen seconded, all in favor.
2. Cory moved to approve Minutes from 06 February 2019 meeting, Linda seconded, all in favor.
3. Dave Morgan was invited to our meeting to present two issues:

a) Water System for Horses

Due to the cold weather, our watering systems have suffered significant operational issues. Dave presented a detailed report of the problems with the existing systems and included recommendations for improvements, including the need for a detailed schedule of repairs or replacement.

Dave will write up a list of sequential priorities to assist us in formulating a five-year plan.

b) Hay

Dave met with Board Members in order to present his experiences and discuss with the Board the past hay invoicing situation.

After presenting his position on these two items, Dave Morgan departed the meeting.

4. Moose Mountain Contract

Negotiations with Moose Mountain are ongoing. In order to determine a fair and equitable user fee for horse owners we feel the need to complete a RFQ on the contract to be used.

a) RFQ – Request for Quote

- Cory has created a draft RFQ, Request for Quote, with the ultimate intention of circulating to the surrounding community. The purpose of the RFQ is to secure at least three quotes that would give us a good idea of what the going rate actually is for the services we require.
- Colleen will present a draft of this RFQ to the Condo Board at their meeting tomorrow, 28<sup>th</sup> February and will ask for any constructive feedback to be provided to us no later than 5:00pm on 5<sup>th</sup> March.
- On Thursday 7<sup>th</sup> March, we will circulate the RFQ to the Square Butte Ranch community plus local stables.

Linda will inform Neil of Moose Mountain of our intention to secure three quotes.

5. Budget / Audit / Banking
  - a) The Audit will follow the usual process.
  - b) Colleen will ask Condo Board about the possibility of combining audits in order to save costs.
  - c) Discussion on banking procedures: delays in receiving information from Renaissance. Taryn will continue to monitor; will be addressed when Budget is reviewed in June.
  
6. Hay
  - a) Inventory is low, Moose Mountain will place order on our behalf.
  - b) Colleen will explore options of alternate sources.
  
7. Next meeting is scheduled for Wednesday, 27<sup>th</sup> March 2019.
  
8. Taryn motioned for meeting to adjourn, Colleen seconded, all in favor

Meeting adjourned.

*Other Activities:*

- Mar 12: Cory forwarded Dave Morgan's report on the Horse Water Systems to the Square Butte Ranch Office
- Mar 11: Linda met with Jack and Tim re working with Dave on Waterers
- Mar 7: Request for Quote for Ranch Hand sent out by Cory
- Feb 20: Letters of reply re Budget sent to: Hazel, Morgans, Karen, Robin, Melosie, Kym - sent through RCB email by Cory
- Feb 16: Informal mtg of RCB (Colleen, Taryn, Linda) and some of Condo Board (Kelly, Denise, Jack)
- Feb 15: Mtg with Annemieke to research past RCB records - Taryn/Linda
- Feb 14: D & O Liability Insurance for the Ranch Club finalized - Co-operators - Taryn/Linda
- Feb 13: Jennifer removed from RCB email address – Kelly
- Feb 13: Email sent to Renaissance - Banking Directives - Linda
- Feb 12: Dave Morgan Letter re West Pasture Waterer
- Feb 12: Unofficial mtg of the RCB
- Feb 07: Linda & Cory met with Neil - renegotiation of \$30/hour wage
- Feb 05: Jennifer Gill, Director at Large, has submitted Letter of resignation from this Board
- Feb 04: Colleen and Linda met with Denise McMullen regarding Membership application as defined by Articles
- Feb 01: Summary of Motion to accept Jan 28<sup>th</sup> RC minutes sent from Linda to all board members
- Feb 01: Horses moved from Pond pasture to Ravine pasture
- Feb 01: Draft of 2019 RC Budget sent to all Ranch Club Members
- Jan 31: Mtg with MM – Cory, Taryn, Linda (Rob called in to clarify original contract)
- Jan 29: Insurance application forms sent to Bob Lunge and Dave from Colleen
- Jan 27: 'Summary of Renaissance Meeting' was sent to RCB and RM, with attachments by Linda
- Jan 27: Linda & Rob delivered 2 round bale feeders to Ravine pasture



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Present: Linda Durward, Chair  
Colleen Kanderka, Vice Chair

Taryn Fielder, Treasurer  
Cory Robinson, Secretary

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Absent: Jennifer Gill, Director at Large

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1. Cory moved to accept proposed Agenda for this meeting, Colleen seconded, all in favor.
2. Taryn moved to approve Minutes from 28 January 2018 meeting, Linda seconded all in favor.
3. Budget
  - a. Feedback from the Draft Budget & accompanying letter that was sent out to all Ranch owners on Friday 01 February was mixed; Taryn will compose a reply, to be sent out after 08 Feb, to address questions or concerns; plus address the historical inconsistency of all equine related billing; Taryn will send message clarifying invoice process with Renaissance Management, Condo Board office, Moose Mountain and the Wranglers.
  - b. Linda asked if, knowing that the budget will be reassessed in six months time, we have a vote to accept the Draft 2019 Budget as it was sent out.
  - c. Colleen motioned to accept, Cory seconded, all in favor.
4. Renaissance Management  
Linda had circulated a draft letter to Renaissance re clarification of the current practice & related procedures. Linda and Taryn will revise draft, incorporating changes to this document made during the meeting, and re-circulate. Taryn to send this letter of directives to Renaissance on Feb. 8<sup>th</sup>, as the Board has agreed to accept the 2019 budget.
5. Insurance / Liability Insurance / Waivers  
Colleen still to receive feedback re clarification of current policy; awaiting feedback on our application for Liability Insurance; is working on a revision of a draft Liability Waiver that will encompass all recreational activities on the Ranch
6. Moose Mountain Contract  
Members reviewed again; also discussed latest counter-offer from Moose Mountain; Cory, Taryn and Linda scheduled to meet with Moose Mountain on Feb 7<sup>th</sup> for further negotiation.
7. Membership Application  
Previous to the meeting, Colleen circulated a draft of the membership application for board members to review.
8. Rules & Regulations  
Both Colleen and Taryn are working on this document.

9. Condo Board  
Colleen to immediately request a special meeting with the Condo Corp for discussion of items of concern to both boards  
Colleen is compiling a list of items to present to the Condo Board at their next meeting; will send an outline draft to members for any additions, etc.
10. Next meeting is scheduled for Wednesday, 27 February 2019.
11. Colleen motioned for meeting to adjourn, Taryn seconded.

Meeting adjourned.

Other Activities:

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- Jan 27: Linda & Rob delivered 2 round bale feeders to Ravine pasture
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