



**Square Butte Ranches Ltd.**

## **Square Butte RANCH CLUB**

### **Board of Directors Meeting**

Date: 16 July 2020

Present *via Skype*: Colleen Kanderka (Chair), Kym Penner (Treasurer), Cory Robinson (Secretary)

Cory moved to approve proposed Agenda for this meeting, Kym seconded, all in favor.

Colleen motioned to approve Minutes from 16 June 2020 meeting and 02 July Extraordinary meeting, Cory seconded, all in favor.

#### **I. 'OLD' BUSINESS**

##### 1. Treasurer's Report

###### A. 'Closing' Renaissance Management

1. Kym has received documents and cheque for balance of our account from Renaissance Management; our business with Renaissance is effectively concluded
2. Note that we cannot receive the final reconciled 2019 set of books from Renaissance Management until Auditor's review.

###### B. Transition to 'new' accounting system

1. On-Line banking account set up is near completion
2. Invoices have gone out to owners; e-transfer payments have been received
3. Darlene to work on reconciling this year's January to July accounts; should have financial reports ready for August 16<sup>th</sup>
4. Regular invoicing and banking procedures should settle into routine by end of next week (24<sup>th</sup> July)

Colleen and Cory thank Kym for all her work and efforts to ensure that the change to another bookkeeping system is going as smoothly as possible. Her experience and knowledge has proven to be invaluable in dealing with everything that needed to be dealt with.

###### C. Arrears

- Once we have received the financial report from Darlene in August, we will review these accounts in detail

##### 2. Restated Memorandum and Articles of Association

"Resolutions Adopt Articles - May 2020"

- Colleen will contact those who have not yet signed.

##### 3. Boarding Agreement

- We are still awaiting response to this document by the Condo Corp.

4. Barn Utilities (Gas and Electric)
  - a. Condo Corp has agreed to a more equitable distribution of these costs
  - b. We will pay 18% of the gas and 30% of the hydro; Condo Corp to provide us with one invoice and with the supporting documentation

## II. 'NEW BUSINESS

1. Manure removal
  - a. Lori is currently using the 'dump trailer' as a temporary solution
2. Waterers
  - a. The Condo Corp. has requested we purchase three concrete pads (one as 'spare')
  - b. We are agreeable, however:
    - i. Colleen will inspect these waterers and their current pads first;
    - ii. Colleen to source other potential suppliers of this item for cost comparison
  - c. Also, we will *not* purchase a 'spare', we will purchase only the quantity immediately needed

Kym motioned for meeting to adjourn, Cory seconded, all in favor. Meeting adjourned.

Next meeting date: Tuesday 18 August 09:00am.



**Square Butte Ranches Ltd.**

## **Square Butte RANCH CLUB**

**Board of Directors Meeting**

Date: 02 July 2020  
Extraordinary Meeting of Ranch Club Board of Directors

Present: via Skype  
Colleen Kanderka (Chair),  
Kym Penner (Treasurer),  
Cory Robinson (Secretary)

Kym moved that our RBC account to have one signature as signatory on the account and to add the name of the Ranch Club's bookkeeper, Darlene Cox, as a signing officer to this same RBC account.

Cory seconded; all in favor.

Cory motioned for meeting to adjourn, Colleen seconded, all in favor.

Meeting adjourned.