Terwillegar Gardens Homeowners Association
Board of Directors Meeting
May 5, 2026, at 6:00 pm
Location: 730 Todd Landing NW
Meeting Minutes

Attendees:	Sid Kuzmanovic, President	Jennifer Nemet, Director
	Matt Matia, Vice President	Mike Chapelsky, Director
	Karen Wingnean, Secretary	Tríona Cosgrave, Cosgrave Consulting & Management Ltd.
Regrets:	Julianna Haave, Treasurer	

1. **Call to order – Sid Kuzmanovic** - **6:23 pm**

2. **HOA Update–** Tríona Cosgrave
   - 2026 Maintenance
     - Matt, Sid, Jennifer & Cosgrave Management met with GSL for a walkthrough to discuss expectations for the 2026 season.
       - Cosgrave Management has followed up to obtain the quotes for;
         - Grass Edging
         - Re-Mulching
         - Remove/Replace dead shrubs
         - Remove/trim rose bushes on Breezeways
   - Fountains
     - Oasis Pond Works advised the working fountain will be installed May 6. The other will be inspected. The Board was under the impression that the cable was approved and ordered in 2025 for spring installation in 2026. Cosgrave Management will follow up.
   - Planters
     - Cosgrave Management reported the damaged raised planter to 311, and the City Liaison Paul Samybrook. The Board would like a quote for repairing the raised planter. Triona Cosgrave will obtain a quote for the stone repairs for the Board to review. The HOA can make a claim against the City of Edmonton for the repairs.
     - The Board approved the quote for VP Planters to complete the custom planters and maintenance and watering. The raised planters are approved following any repairs needed.
     - Cosgrave Management will also obtain a quote for additional plants around the Boulders in the pond area.
   - Communications
     - Cosgrave Management reported the unsafe behavior of kids on the storm pond to the Esther Starkman School. They responded to advise they will use the path going forward.
     - Cosgrave Management reported the graffiti, the tire, the ruts, and the raised planter damage to 311.
     - Cosgrave Management sent a communication to the Devonshire daycare. No response was received.

3. **Financial**
   - 2026 P&L YTD
     - Cosgrave Management reviewed and answered questions on the YTD P&L.
     - Entry to be made to record Invoices billed for 2026
   - 2026 Collection Update
     - 280 homes are unpaid for 2026
     - 180 homes do not have emails on file, communication to be sent by mail.
     - Devonshire has confirmed they mailed their fees on May 1, 2026.

- ATB Payable Process
  - Cosgrave Management confirmed electronic payments can be created by Cosgrave management and then approved by two of the Board members.
  - Payables above $2,000 require two approvals.
- BMO
  - Cosgrave Management reported that the GIC for $25,000 vested with $750 interest. This can be transferred to the ATB account. Cosgrave Management will follow up with Julianna to facilitate. Cosgrave Management will then circulate re-investment options to the Board for approval.
  - There is a remaining GIC in the amount of $26,000 that will vest in 2027.
- PayPal
  - Cosgrave Management confirmed payments were still being sent through PayPal, and payments are reconciled in IVRNET and receipts are emailed to residents.
- Mailbox Renewal
  - Cosgrave Management provided the renewal amount for the mailbox, the Board approved an additional 2 year renewal at $760.

4. Other Business

- IVRNET
  - The remaining development of the IVRNET Website is underway.
  - Resident information has been imported into the database.
  - The e-commerce functions are now all operating.
- Fence Painting 2027
  - Cosgrave Management will obtain quotes for the painting of the community fencing.
- Community Event
  - The Board unanimously selected August 27, 2026, as the date for the community event.
  - Mike will arrange the music and food vendor.
  - Jennifer will work on the communication notice.
  - Cosgrave Management will share event details through IVRNET.
- Snowflakes
  - Mike reported that one of the snowflakes was damaged and the cord cut. Cosgrave Management will obtain quotes for an outlet to be installed at the entry features.
- Bylaws
  - The Bylaws will be discussed at the next meeting.

5. Next Meeting Date

- June 24, 2026 at 6:00 pm
- 730 Todd Landing NW

6. Adjournment – Sid Kuzmanovic - 8:25 pm