

Desert Cove Homeowners Association

Secretary Report Annual General Meeting September 17, 2024

Good evening.

I am the Board Secretary which means that I take copious notes on anything that is said and decisions made in meetings involving the DCHA.

The DCHA is a registered, member funded society and as such, we are mandated to keep records. Minutes, correspondence, financial statements, reports, studies, actions and anything that affects the society must be kept for 10 years. I retain the paper copies, which are stored in a locked filing cabinet, and Tracy our Data Management Director retains the digital copies which are stored on the secure Board google drive.

Any changes to our bylaws, constitution and Board of Directors must be submitted to the BC Government/ Registries. I submit these changes as they happen via the Society website.

We are required to hold two meetings for our full membership each year, so that is why you must endure nights like tonight.

Managing DCHA email is another one of my duties. If you go on our DCHA website you will see a CONTACT icon on the far-right hand of the Home page. Recently we added a second contact form on that page which goes directly to Tracy at the Administration office. A "WHO TO CALL" icon has been added which shows you who best to address your questions, comments and concerns to. We like the positive comments the best but appreciate it when people offer suggestions to help us better serve the community.

My greatest pleasure has been managing the monthly Desert Cove Artist Gallery display in our Recreation Centre. The recently installed grid panels allow for the display of different art forms so please, contact me via email or in person if you have something unique - or otherwise, that you think people would like to see. All past displays have been appreciated by both the residents and the staff.

I was contacted in April and again in June by Hearing Life, offering free mini hearing tests and cleaning for our Desert Cove residents. 12 time slots were offered each time that were quickly filled. Kathy and myself checked people in and they all came out smiling

Recruitment to fill Board positions is always fun. As soon as we identify ourselves, they either run away or we get the immediate answer NO. However, after several phone calls this August, Rhonda and myself found two people willing to fill our vacant Board positions. We feel confident that they are a good fit and will serve you well.

Thank you.
Respectfully submitted,

**Linda Hill
DCHA Secretary**