

**Desert Cove Homeowner's Association**  
**Annual General Meeting Minutes (Draft)**  
*(Draft to be approved at 2024 General Meeting)*

**Held: Tuesday, September 19, 2023 @ 7:00 p.m. at the Recreation Centre**

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1. **Call to Order and rules of conduct:** The meeting was called to order at 7:00 pm
2. **Acceptance of Proxies and On-line Votes received**
  - 2.1. # on-line votes received 14
  - 2.2. # proxies received in advance of the meeting 0
3. **Confirmation of in person attendees** **85 (including board) no late comers**  
**Accompanying Proxies)** **6**
4. **Confirmation of Quorum** (5% of members in attendance, excluding Board Members)

In Attendance	<b>85</b>		
Accompanying Proxies	<b>6</b>		
<b>Total</b>	<b>91</b>	Total Membership	<b>716</b>
Minus Board Members	<b>-9</b>	Quorum X 5% (.05)	<b>35.8</b>
<b>Members to determine Quorum</b>	<b>82</b>	<b>Quorum Confirmed?</b>	<b>Yes</b>

5. **Approval of AGENDA** (as circulated and posted: September 5th). Additions requested to be added to agenda:

**5.1. Communication between the Board and Community – Kurtis Riese**

<b>Moved By:</b>	<b>Kurtis Riese</b>	<b>Seconded By:</b>	<b>Henriette Hoeksema</b>
<b>Motion is carried by majority vote?</b>		<b>YES</b>	

**5.2. Children allowed to Halloween in Desert Cove?**

5.2.1. After discussion, motion withdrawn

**5.3. Dog Park Request – Sharon McDougall**

<b>Moved By:</b>	<b>Sharon McDougall</b>	<b>Seconded By:</b>	<b>Wendie Voss</b>
<b>Motion is carried by majority vote?</b>		<b>YES</b>	

**5.4. Pickle Ball Court Request – Anita Jarmolicz**

<b>Moved By:</b>	<b>Anita Jarmolicz</b>	<b>Seconded By:</b>	<b>Sandy Gerow</b>
<b>Motion is carried by majority vote?</b>		<b>YES</b>	

**5.5. Snow removal issue – Ken Hartley**

<b>Moved By:</b>	<b>Ken Hartley</b>	<b>Seconded By:</b>	<b>Kurtis Reise</b>
<b>Motion is carried by majority vote?</b>		<b>NO</b>	

**5.6. Management not following obligations in the future – Brian Gerow**

<b>Moved By:</b>	<b>Brian Gerow</b>	<b>Seconded By:</b>	<b>Sandy Gerow</b>
<b>Motion is carried by majority vote?</b>		<b>YES</b>	

**5.7. Water Testing – Gordon Harland**

<b>Moved By:</b>	<b>Gordon Harland</b>	<b>Seconded By:</b>	<b>Sandy Harland</b>
<b>Motion is carried by majority vote?</b>		<b>YES</b>	

**Approval of AGENDA with additions**

<b>Moved By:</b>	<b>Kathy Burwell</b>	<b>Seconded By:</b>	<b>Gail Werschler</b>		
			<b>For</b>	<b>Against</b>	<b>Abstain</b>
	<b>On-line votes</b>		<b>14</b>	<b>0</b>	<b>0</b>
	<b>Advanced Proxy</b>		<b>0</b>	<b>0</b>	<b>0</b>
	<b>In attendance and accompanying proxies</b>		<b>91</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>		<b>105</b>	<b>0</b>	<b>0</b>
<b>Motion is carried? YES</b>					

**6. Approval of MINUTES: (General Meeting of April 25, 2023)**

<b>Moved By:</b>	<b>Kathy Burwell</b>	<b>Seconded By:</b>	<b>Gail Werschler</b>		
			<b>For</b>	<b>Against</b>	<b>Abstain</b>
	<b>On-line votes</b>		<b>14</b>	<b>0</b>	<b>0</b>

<b>Advanced Proxy</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>In attendance and accompanying proxies</b>	<b>91</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>105</b>	<b>0</b>	<b>0</b>
<b>Motion is carried? Yes</b>			

**7. Directors Reports:** Full reports can be viewed on DCHA website

**7.1. Chair and President: Marilyn Richardson**

**7.2. Vice President: Jack Schultz**

**7.3. Treasurer: Cecile Zanbergen**

**7.4. Approval of DCHA Financial Year to Date Report March 31st, 2022**

<b>Moved By:</b>	<b>Cecile Zandbergen</b>	<b>Seconded By:</b>	<b>Kathy Burwell</b>	
		<b>For</b>	<b>Against</b>	<b>Abstain</b>
	<b>On-line votes</b>	<b>13</b>	<b>0</b>	<b>1</b>
	<b>Advanced Proxy</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>In attendance and accompanying proxies</b>	<b>91</b>	<b>0</b>	<b>0</b>
	<b>Total</b>	<b>104</b>	<b>0</b>	<b>1</b>
<b>Motion is carried? Yes</b>				

**7.5. Secretary: Linda Hill**

**7.6. Data Management Director: Tracy Cox**

**7.7. Welcome Director: Shaunie Wood**

**7.8. Social Director: Denise Harper**

**7.9. Recreation Director: Jim Horsford**

**7.10. Directors at Large: Mary Mate, Monica McDonald**

**8. Old Business**

8.1. None

**9. New Business:**

**9.1. Bylaw Amendments**

- **Part 4. Proceedings at General Meetings. Item# 13:** Adding a voting threshold of 75% for special resolutions.
- **Part 6. Proceedings of Directors. Item# 26:** Changing the first meeting of Directors from immediately after the AGM to within five days of the appointment or election and/or as soon as

quorum is present. **Item# 28 NEW:** Board Member disclosure if they may directly or indirectly receive profit or gain in the procurement of assets or services for the Association.

- Reformatting and renumbering items for consistency and editability. No changes in meaning or wording.
- Revised bylaws can be viewed on the DCHA Website.

<b>Moved By:</b>	<b>Linda Hill</b>	<b>Seconded By:</b>	<b>Dale Lyon</b>	
		<b>For</b>	<b>Against</b>	<b>Abstain</b>
	<b>On-line votes</b>	<b>14</b>	<b>0</b>	<b>0</b>
	<b>Advanced Proxy</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>In attendance and accompanying proxies</b>	<b>91</b>	<b>0</b>	<b>0</b>
	<b>Total</b>	<b>105</b>	<b>0</b>	<b>0</b>
	<b>Motion is Carried?</b>	<b>Yes</b>		

9.2. **Election of Officers and Directors.** DCHA Board Terms completed end of fiscal year August 31<sup>st</sup>, 2023:

**9.2.1. President: Marilyn Richardson**

- Marilyn willing to serve another term. As there were no further nominations, President was elected by acclamation.

**9.2.2. Secretary: Linda Hill**

- Linda willing to serve another term. As there were no further nominations, Secretary was elected by acclamation.

**9.2.3. Data Management Director: Tracy Cox**

- Tracy willing to serve another term. As there were no further nominations, Data Management Director was elected by acclamation.

**9.2.4. Director at Large: Monica McDonald**

- Monica willing to serve another term. As there were no further nominations, Director at Large was elected by acclamation.

**9.2.5. Social Director: Denise Harper**

- Denise is stepping down end of this term.
- **Kathy Burwell** was nominated by **Shaunie Wood** for the position of Social Director. As there were no further nominations, Kathy was elected by acclamation.

**9.2.6. Process for future DCHA Elections**

- Nominations for vacant board positions will be accepted a minimum of four (4) weeks prior to the Annual General Meeting. This provides the opportunity for nominees to understand the position and requirements prior to accepting. This also provides the opportunity for

DCHA members to learn about the nominees, and those who cannot attend the AGM to vote in advance.

### 9.3. Results of Meeting with Management

- A report was presented with the results of the meeting held on August 31, 2023 with members of the DCHA Board, Desert Cove Management, Administration and Maintenance. This meeting was to discuss progress and concerns brought forward by Residents. The full report can be viewed on the DCHA website.

### 9.4. New Topics Added to the Agenda

**9.4.1. Communication:** Kurtis Riese stated that he felt there needed to be more communication from the Board to the residents. He felt that the Board minutes should be posted, and that members should be allowed to make presentations or at least attend the board meetings. Also, that additional open meetings should be scheduled.

- **This will be raised at our next board meeting.**

**9.4.2. Dog park:** Sharon McDougall would like a dog park. She asked why the regulations stated that dogs should be no taller than 14", and also why there are bigger dogs in the Cove.

- Regulations were created exclusively by management and residents agreed to the terms when they signed their homeowners' contract. Management has stated numerous times that they will not provide a dog park in Desert Cove, however, **the topic will be added the agenda for the next management meeting.**

**9.4.3. Pickle Ball Court:** Anita Jarmolicz asked if they did their due diligence and could raise the money from residents to build a Pickle Ball court, would management consider the request.

- **This topic will be added the agenda for the next management meeting.**

**9.4.4. Management not meeting their obligation.** Brian Gerow asked if Homeowners would have any recourse if management decided not to meet their commitments to Desert Cove.

- **This topic will be added the agenda for the next management meeting.**

**9.4.5. Water Treatment:** Gordon Harland asked how our water was treated.

- There are two water tests that are performed by maintenance on a regular basis to ensure our water is safe. **Item Closed**

**9.4.6. Construction Gate future:** Gordon Jarmolicz asked if the construction gate was going to become an entrance/exit gate.

- Management indicated after construction is complete, they will monitor traffic to review the need to maintain the construction access as an "exit only" gate. **Item Closed**

**9.4.7. Roof for Gazebo:** Ugo Cesario asked if management would install a solid roof on the gazebo.

- Management has indicated that the structure will not support a full roof, but they will be replacing older worn boards. **Item Closed.**

As there was not further discussions, the meeting was closed and those present were asked to stay for coffee and sweets to say goodbye to the old and welcome to the new board members.

#### **10. Meeting Adjournment: 9:00**