

Desert Cove Homeowner's Association

General Meeting Minutes

(Approved at Annual General Meeting September 19th, 2023)

Held: Tuesday, April 25, 2023 @ 7:00 p.m. at the Recreation Centre

- 1. **CALL TO ORDER** and rules of conduct: The meeting was called to order at 7:01 pm
- 2. **ACCEPTANCE OF PROXIES** and On-line Votes received
 - 2.1. # on-line votes received **13**
 - 2.2. # proxies received in advance of the meeting **0**
- 3. **CONFIRMATION OF IN PERSON ATTENDEES** **73**
Accompanying Proxies **3**
- 4. **CONFIRMATION OF QUORUM** (5% of current members in good standing)

On-line Votes	13	Total Membership	647
Advance Proxies	0	Total in attendance including proxies	76
in Attendance	73	Quorum X 5% (.05) of 647	33
Accompanying Proxies	3		
Total number of votes available	89	Quorum Confirmed?	yes

- 5. **APPROVAL OF AGENDA** (as circulated and posted: April 4, 2023)

Moved By:	June MacGregor	Seconded By:	Kathy Burwell
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	For	Against	Abstain
On-line votes	13	0	0
Advanced Proxy	0	0	0
In attendance	73	0	0
Accompanying proxies	3	0	0
TOTAL	89	0	0
Motion is carried? YES			

- 6. **APPROVAL OF MINUTES:** (Annual General Meeting of September 27, 2022)

Moved By:	Robert Huth	Seconded By:	Gail Weschler
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	For	Against	Abstain
On-line votes	13	0	0
Advanced Proxy	0	0	0
In attendance	73	0	0
Accompanying proxies	3	0	0
Total	89	0	0
Motion is carried? YES			

7. DIRECTORS REPORTS:

7.1. Chair and President: Marilyn Richardson

7.2. Vice President: Jack Schultz

7.3. Treasurer: Cecile Zandbergen

7.3.1. Approval of DCHA Financial Year End Report August 31st, 2022

Moved By:	Kathy Burwell	Seconded By:	Wendie Voss
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	For	Against	Abstain
On-line votes	13	0	0
Advanced Proxy	0	0	0
In attendance	73	0	0
Accompanying proxies	3	0	0
Total	89	0	0
Motion is carried? YES			

7.4. Secretary: Linda Hill

7.5. Data Management Director: Tracy Cox

7.6. Welcome Director: Shaunie Wood

7.7. Social Director: Denise Harper

7.8. Recreation Director: Jim Horsford

7.9. Directors at Large: Mary Mate, Monica McDonald

8. OLD BUSINESS:

8.1. Update on Meeting with Management:

- A report was presented from a follow up meeting with Desert Cove Management, Administration and Maintenance on concerns raised by residents. This report can be viewed on the DCHA website.

8.1.1. Additional questions/concerns brought forward by members:

- Some lower hooks in the ladies change room to accommodate shorter people.
 - *Response: will forward to administration.*
- Driver feedback speed signs.
 - *Response: cost prohibitive at over \$2000 per sign.*
- What was the future of branch and leaves pick up?
 - *Response: Leaves are allowed in the compost pile; branch pick up has yet to be determined.*
- A reminder to residents about the Yield and Merge signs going onto the highway from Head of the Lake Road.
- Will Management/OKIB perform a Fire Risk Assessment in Desert Cove?
 - *Response: will forward to administration. Encourage all residents to review the BC Wildfire Preparation Guide and Firesmart Canada Resources.*
- Plans to increase security around the post boxes?
 - *Response: the boxes were reinforced after the break in. There are no plans for more security.*
- Are security cameras necessary in the pool?
 - *Response: they are helpful if a review is required in the case of an incident.*
- Large pot hole at the front gate.
 - *Response: will forward to administration.*
- Very dusty roads in the new section, is maintenance planning to do another sweep?
 - *Response: will forward to administration.*

9. NEW BUSINESS:

9.1. Health and Safety of Residents:

9.1.1. Emergency Contact and Response Information:

- Desert Cove Emergency Response Team Contact Numbers and Medication Form are available at the Recreation Centre and on the DCHA website. It is recommended they are kept in a highly visible place in your home.
- It's recommended that Residents call the DC Emergency Response Team first, then call 911. The response team can be at your location in minutes and can assist while waiting for the professionals to arrive.
- The DC Response Team includes some highly trained personnel and at the very least the members have been certified in First Aid. The team conducts accident simulations twice a year to keep skill current.

- Each DC Response Team Member has been provided with basic first aid supplies. There are two well stocked first aid kits (kitchen and front hallway) and an Automated External Defibrillator (AED) in the Recreation Centre.

9.1.2. **Update on Fire Evacuation Plan:**

- The Desert Cove Evacuation Plan is available on the DCHA website. Updates to the plan are as follows:
 - Traffic north of 7th Avenue is to exit through the main gate
 - Traffic south of 7th Avenue is to exit through the construction gate
- An **Order to Evacuate** is just that, **AN ORDER**. If you do not evacuate you are putting the safety of Desert Cove homes and fire responders at risk as they will be unable to fully do their job to protect us.

9.1.3. **Information about Fire Extinguisher Demonstration:**

- Desert Cove Regulations state: *“All Desert Cove homes will be equipped with a fire extinguisher which will be kept recharged and current.”*
- OKIB and Test Rite will be providing a demonstration for Desert Cove Residents June 4th, 2023. Time to be announced. You will have the opportunity to have your extinguishers checked and purchase a new one if needed. You will also have an opportunity to see how to properly extinguish a fire.

9.1.4. **Flu Clinic:**

- We have been fortunate to have two pharmacists willing to come to our Recreation Center and administer Flu Shots for our Residents. Our clinics have been very successful with approximately 150 people receiving shots last year.
- We intend to run the clinic again this year in late October, based on Pharmacists availability. Information on the date and booking procedures will be posted once the date is determined.

9.1.5. **Keeping us Healthy:**

- When planning activities and events for Residents, we strive to provide a variety that will focus on the heart, mind, body and soul.
- Hearts and souls are filled when we come together for social events. We strive to plan events that will appeal to different audiences and interests. Keeping the mind active with the library and various presentations that keep us informed and connected. A healthy body with the daily fitness activities, gym and pool.
- The calendars of weekly and yearly events are posted and updated regularly on the DCHA website.

Meeting Adjournment: 8:35