

Desert Cove Homeowners Association

Executive Meeting Minutes

Tuesday, October 18, 2022 @ 7:00
Recreation Hall

Attendees:

President: Marilyn Richardson
Vice President: Jack Schultz
Treasurer: Cecile Zandbergen
Secretary: Linda Hill
Data Management Director: Tracy Cox
Welcome Director: Shaunie Wood
Social Director: Denise Harper
Recreation Director: Jim Horsford
Director at Large: Mary Mate

Absent with Leave: Director at Large: Monica McDonald

Quorum verified:

Meeting started at: 7:10 pm

1. **Approval of Agenda:** Marilyn wanted an addition to the end of the agenda - **ANNOUNCEMENTS**. Members to relate absences or important facts for future meetings.

MOVED: Jim **SECONDED:** Mary **CARRIED**

2. **Approval of Minutes of September 27, 2022.** Correction to starting time. 8:00 pm not 6:00 pm

MOVED DENISE SECONDED Mary CARRIED

3. **Correspondence:**

- Richard Marshall saying that they need to replace some of the gym equipment (got info from him,
- Gail Yakelashek with concerns about OKIB Taxation proposal (relayed the information we had discussed at AGM),
- Gaele McErvell demanding apology from Mary Matus after she published a personal letter she wrote to Mary in the newsletter. (DCHA was only copied for information. Mary added apology as editor comment in newsletter)

4. **Directors Reports:**

President: Marilyn was approached by the following residents - Ed Iford, Barry LaPointe, (non members) and Gloria Martin, Gerry Poole, and Gail Yakelashek (members). They want to form a committee to collect concerns from the DC residents regarding the proposed Property

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Taxation collection currently in discussion with the OKIB members. They indicated that they will collect concerns and then research how this proposed tax collection will impact our rates going forward. They asked for approval to do this and if a board member could attend their meetings.

Concerns raised:

- do not want this to become a free for all with racial comments and untruths being released.
- most felt that this should be totally separate from the DCHA as they are representing all residents here not just members. Our name should not be attached to any form of endorsement.
- Could lead to other special interest groups requesting the DCHA approve their formation.

After much discussion the following motion was proposed

MOTION: the DCHA acknowledges that a committee has been formed to research the OKIB Property Tax Referendum. DCHA takes no official position on the formation of this committee.

MOVED: Denise **SECONDED:** Shaunie **CARRIED**

Vice President: no report

Treasurer

- Cecile noted that 44 previous members of the association have not renewed their membership dues.
ACTION: Mary will call these members to inquire if they intend to renew
- Two outstanding (uncashed) cheques were not included in total.
ACTION: Denise and Cecile will discuss with Phil
- **Marilyn wanted to clarify that** Cecile has to deduct the honorarium for Jim's gas and expenses from the recycle bottle reserve monies before issuing a cheque to VJH

Approval of September **Financial report:**

MOVED: Jack **SECONDED:** Mary **CARRIED**

Secretary: nothing to report

Data Management Director:

- Tracy continues to keep our records up to date with incoming and outgoing residents. She is updating the Weekly Calendar and working with new executive members to get their executive emails working.
- Tracy wants to rearrange the name tag shelving. It was felt that it is easy enough for residents to find their names, but have left that decision with her. Linda will help if she decided to go ahead.

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ACTION: Shaunie to give Tracy her new email password

ACTION: As Tracy holds the secure file for the email passwords and the google drive it was suggested that she should hold all the passwords that any executive uses to perform their jobs (i.e., bank account password, BC Society login)

BOARD MEMBERS to forward their passwords to Tracy

ACTION: Marilyn and Tracy to set up meeting with Tracy and Linda at the Administration office to discuss sharing of intel.

Welcome Director. Shaunie has visited 5 new resident homes since our last meeting with 7 new members coming on board. She is waiting for 4 more to get back to her for appointments.

Shaunie noted that some future residents are getting signed into the newsletter and onto Facebook before they have actually taken position of their homes. She also noted that on one occasion a future resident showed up and took part in an event. This could be a concern if they come to weekly or ticketed events and take up a space for an existing live-in resident.

Marilyn suggested that we monitor this and if events get constantly full or becomes a concern then we may need to implement a check of memberships.

MOTION: When new members pay their initial membership fees, they do not have to pay dues until the new fiscal year.

MOVED: Shaunie **SECONDED:** Linda **CARRIED**

Social Director: Denise has contacted all coordinators of events and updated the weekly schedule to Dec 31. Working on new year events.

- The last dance was sold out but the DC Harmony event was not.
 - Marilyn asked if we have received Event Financials for all the events to date
- ACTION:** Denise to provide the board with ratio of Members to Non-Members at sold out dance.
- Dog Calendars are on sale for \$15.00
 - Upcoming events are Crib Tournament, Halloween dance and Christmas supper

Recreation Director:

- New recycle bin is installed. Need to have a sign made to indicate what it is for.
- ACTION:** Linda to check minutes to see who made the evacuation sign and let Jim know.
- Shirley Latter donated \$35.00 to the DCHA in memory of Wendy Brunner.
- ACTION:** Linda to send a thank you card to Shirley Latter thanking her for donation on behalf of Wendy Brunner
- Deposits for this month recycling are \$645.
- ACTION:** Cecile to diary date Jim's honorarium cheque for gas and expenses.

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- People are changing the settings and unplugging cords on the sound system that require Brian Richardson to come up and spend time to fix. There is a concern that if this continues the system will be irreversible damaged. We will start to keep track of when this is happening and we can ask Tracy to review the camera to see who is doing it.

ACTION: Jim to put notice in newsletter and create sign over the system to “Please do not change settings or unplug cords from the system. Contact Jim Horsford if you have questions

ACTION: Jim and Jack to go through the Hall and dispose of any old equipment or assets that are no longer working or damaged. Make note of what they dispose of and inform Cecile so she can update the inventory.

Director at Large 1:

- Mary notified us of the recent death of Carol Yurkowsky.
ACTION: Linda to send a condolence card to Walter Yurkowsky
- The compost pile is once again being used to dump non compliant items as well as residents are leaving compost material out for the Tuesday Burn Pile pick up. Staff will no longer pick up material that is not for the burn pile. Marilyn stated that a notice in the newsletter will remind residents of what is and is not acceptable.
 - ◇ Office notified residents that October 25 will be last day for pick-up

ACTION: If we see anyone doing a “NO THING” we should take their picture for follow-up.

Director at Large 2: no report

5. OLD BUSINESS:

- **September AGM: CLOSED**

The general consensus was that it was a well run and informative meeting. An issue did arise when non members showed up and wanted to attend and would not leave.

MOTION: Attendees at the General Meeting and Annual General Meeting must be current, paid up in full voting members.

MOVED: Cecile **SECONDED:** Jim **CARRIED**

Note: if a non voting members enters the meeting, we will indicate that they can not attend as they are not members. If they insist on attending, they will not be given a voting card and will be told they can not speak. The chair will not recognize them.

- **Management updates: PENDING**

- ◇ Pool is closed to have flooring and hot tub repaired and a new liner installed in the pool. No further updates at this time.
- ◇ Further to Richards request for updating the gym equipment, note was made of the equipment that does not work or needs repair.

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ACTION: Linda to contact Ted to confirm what equipment can be disposed of and arrange for its removal. Also, if any equipment comes up for sale that is good, we should purchase it on Administrations behalf.

- **Communications with DC Connections: CLOSED**

- ◇ notes of that meeting have been distributed to the board. Kurtis requested our notes and he will be informed that as Nadine took notes, we will not be sending him ours.

ACTION: Linda to inform Kurtis that we will not be sending notes

- **Fire Hall Certification update and budget: CLOSED**

- ◇ **As we are not getting an update it was decided to close this item until we do.**

- **Role Review: PENDING**

- **Bylaw updates: CLOSED**

- ◇ We have updated several items in our Bylaws over the past few years and see no need to do anything further at this time.

- **Fire evacuation plan: TABLED**

- ◇ This item will be tabled until the siren is installed at the hall.

- **Update on insurance policy: PENDING**

ACTION: Cecile will be contacting Insurance agents to get quotes for our upcoming Asset and Liability renewal policy

- **Simulated Emergency for Emergency Contact Volunteers. PENDING**

- **Use of Community Bus: PENDING**

- **Christmas Party: PENDING**

- ◇ **DATE:** Dec 10 and 11. One sitting each night. Start time 5 for cocktails and 6 for dinner.

- ◇ **MENU:** Turkey and Ham. Potatoes, cabbage rolls and dressing will be provided by the Enderby Legion Ladies

- ◇ **TICKETS:** Cost has yet to be determined but DCHA members will be subsidized and non members will be charged cost of meal plus a small profit margin. Tickets will go on sale three weeks prior to event

- ◇ **ATTENDEES:** 80 to start with 90 the total number of people allowed (servers and guests included)

- ◇ **SERVERS:** Board members

People will be asked to bring they're own beverage and dishes.

- **Purchase of card, canasta supplies and bin for recycling. CLOSED**

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- ◇ Wizard cards were donated, recycle bin bought and assembled and canasta supplies purchased.

6. NEW BUSINESS:

- **Transition of New Board Members: PENDING**

Mary to provide her Bio to Marilyn

New pictures of the board and new members need to be scheduled. Jack will set this up prior to our next board meeting

- **Season residents – fees and dues? PENDING.**

- **Flu Clinic: PENDING**

The flu clinic is schedule for October 24. Two pharmacists will be attending from 9 – 1.

Sign up sheets for slots 9, 10, 11 and 12 o'clock will be available in the Recreation Centre.

Residents will arrive through the kitchen door, be given a number and seated. An area will be provided for the rest period of 10 minutes. Exit is through the back door.

Set up Sunday night – Jim and Jack

Front Door patrol – Jack

Handing out numbers and seating patrol – Shaunie and Jim

After shot area – Mary

Board members to come for 8:30 am

- **Motion regarding Garage Sale:** A motion for the collection of a \$5.00 fee is required as a motion to cancel the collection of a \$2.00 fee was made May 2007. We charged for our last sale (May 2022)

MOTION: To charge each home that takes part in the Annual Desert Cove Garage Sale a fee of \$5.00

MOVED: Jim

SECONDED:

Shaunie

CARRIED

- **Ideas for Christmas Light Event or some such Cove Event. PENDING**

7. Meeting adjourned: 9:35 pm

8. ANNOUNCEMENTS: Go gentle into the night!

9. Next Meeting: November 15, 2022