

Desert Cove Homeowners Association

Executive Meeting Minutes Tuesday, November 21, 2023 @ 7:00 Recreation Centre

Attendees:

President: Marilyn Richardson

Vice President: Jack Schultz

Treasurer: Cecile Zandbergen

Secretary: Linda Hill

Recreation Director: Jim Horsford

Data Management Director: Tracy Cox

Social Director: Kathy Burwell

Welcome Director: Shaunie Wood

Director at Large: Mary Mate

Director at Large: Monica McDonald

Quorum verified:

Meeting started:

1. Approval of Agenda:

MOVED: Linda

SECONDED: Mary

CARRIED

With additions Bocce expenses, missing Snookers balls, Pot Luck request, Lights for pathways

2. Approval of Minutes of October, 2023

MOVED: Kathy

SECONDED: Cecile

CARRIED

3. Correspondence:

- One website problem, four directed to newsletter, one with issue of neighbor parking their trailer longer than two days - asked if they wanted me to redirect to Administration. Did not get reply. One with request to inquire about bus service to area. Told her to contact office for suggestions as it involved native land. She is waiting for response from BC Transit.
- Kathy received a request to her personal email from Aura choir (second request) to sing at Desert Cove as a fundraiser. She replied No and spoke to person who gave out her personal email.
- Trish Stewart sent mail to Kathy to ask about having potlucks at the hall. Will bring forward in new year to discuss.

4. Directors Reports:

President:

Issue of repeated Food Drives came up. Is it Soliciting? Worried that they will become more frequent and that people will feel obligated to give. Marilyn discussed with Management. As long as there is no door to door 'asking' and it is done through the newsletter or Facebook it's not an issue at this time.

Also took concerns to Management that were raised at AGM (i.e.; dog park, and pickle ball court). They repeated their previous decision of NO. Will not communicate this to residents in writing, but if brought forward again they will continue to say NO.

Still waiting for date confirmation for presentation of Recycling Monies to Vernon Jubilee Hospital. When it is firm, we need to make sure the Recycle Elves are invited for the photo shot.

ACTION: Marilyn will contact Jim with date/time and Jim to contact elves.

ACTION: Marilyn will put note in the newsletter if anyone wants to attend the presentation.

Had meeting with John Dennison regarding booking Sherri and Brock events in the future. Explained that they will not be invited back next year as their past events allowed outsiders (not Desert Cove guests) to purchase tickets. Our contract with DC Admin states the hall is for Desert Cove Residents use.

Left message for Ray regarding donation of his piano to the Rec Centre.

ACTION: Marilyn to follow up with Ray.

Remembrance Day Service was attended by 106 people. All said it was a beautiful service the best they have been to.

ACTION: Linda to add Remembrance Day Service to the Board Calendar.

Kurtis Reise has posted some information about Radon gas on Facebook and DC newsletter that has some home owners feeling that Management should be providing them with fans if their readings are above suggested levels. Newer homes in higher areas have a pipe installed and home is tested at closing. If above safe levels a fan is installed. After move in, if the numbers change, the home owner is responsible for installation of fan. Management is not required to install.

Marilyn has updated the Radon Gas information on our website. The Welcome Package will be updated to include a page on Radon.

ACTION: Marilyn to create a section about Radon gas for the Welcome Package.

Management has been requested to close the gate earlier as it is getting dark earlier. Also, last week we had some people enter the Estate and solicit residents to purchase Chocolate bars. Their story went from living with their grandmother to their mother was friends of a resident.

ACTION: Marilyn to create a notice to go into newsletter and distributed by email telling residents not to buy from people soliciting at their door. Linda to distribute.

Rebecca Clement asked if she could do a Silent Auction at the New Years event. We agreed that she could as long as the cost was covered.

Vice President:

Jack wanted us to acknowledge his neighbor Gerry who has started to walk Head of the Lake Road and pick up garbage. Comments on Facebook have been negative as to where the garbage comes from but noted that he was not wearing a vest. We decided it best not to publicly thank him as it might bring forth more negative comments.

ACTION: Jack to talk to Gerry to relay our appreciation for his efforts and to see if he has a reflector vest. If not, we would purchase one.

Jack did not need to purchase more noodles for the pool as it appears that someone has already done that.

Treasurer:

Approval of Financial for October 2023

MOVED: Cecile

SECONDED: Mary

CARRIED

The September financials have been corrected and closed.

We will be setting up e-transfers as a payment option going forward. Cash and Cheque will be the other acceptable methods.

A motion was made to allow e transfers for the Christmas Dinner tickets as a trial to see how it will work. The treasurers email address will be used and it will be set up for automatic deposit. Cecile will set up a separate folder within her email for the e-transfer confirmations

MOVED:

Kathy

SECONDED: Mary

CARRIED

The Chili Cook Off had a profit of \$276.39

The Halloween Dance had a profit of \$664.50

The Witches Tea had a profit of \$415.00

Secretary:

Artists are assigned for the next five months to display their work. Gail Wildfong will be hanging a Canada Day quilt in July.

The Gleaners bus tour took nine people to view the Gleaners Processing Plant. Donations covered the cost of the A-1 bus that was donated.

Data Management Director:

Duplicated website as a backup copy

Added the new residents' information to the data base, and created name tags

Uploaded the revised data base and Special Events Calendar to the website

Created and printed tickets for the wine tasting, information for the First Aid Kits, and five Welcome Packets

Created signs for the Remembrance Day service (Reserved for Veterans)

Purchased supplies for printer and signs

Welcome Director:

There are five new residents and Shaunie has been able to visit two households with one household becoming members.

Seven new residents have not received a visit from Shaunie in the past four year despite repeated calls on Shaunie's part. It is obvious they are not interested so no further action will be taken.

Social Director:

The Halloween Dance was attended by 82 people and prizes were donated for the top five costumes. Next year Kathy will have a designated photographer to make sure pictures are properly and legally taken.

Pictures from the Witches Tea were given to the Morning Star without the permission of subjects. This is a privacy breach and the person who submitted them was told.

There are 36 calendars left for sale which when sold will allow us to make some profit.

ACTION: Linda to put notice in the newsletter to encourage people to buy calendars.

The Desert Cove Cook book is behind schedule and will not be available until April.

ACTION: Kathy to follow up with the committee members to discuss the issue of where the profits will be going from the sales. As the DCHA will be paying for the printing the profits will be coming to them.

Kathy spoke to June Duff that we would not be offering to do a review of resident's medications.

ACTION: Kathy and Cecile will be meeting with Linda Cesario regarding Bocce and the new tarps that have been purchased for the benches (without approval).

Recreation Director:

This month over \$900. has been raised. Three elves are working full time.

Director at Large 1:

Mary phoned 46 residents to remind them that their dues were outstanding. Four indicated that they do not wish to become members ever.

ACTION: Cecile and Mary to give final details to Tracy.

Sharon has not had anyone reply to her offer to help residents with appointments and groceries. She will continue to seek opportunities to offer.

24 name tags were ordered. As prepayment was required those that were not picked up were left in their name tag slots.

Director at Large 2:

Sandy Bader was the only person to respond to request for more Emergency Personnel. Wanted to know if she could go on the list even though she only had one Covid shot. As there are no protocol in place for Covid any longer she would be allowed as long as she meets the criteria and has a valid First Aid course. The DCHA would pay for the course.

5. OLD BUSINESS:

Simulated Emergency for Emergency Contact Volunteers: PENDING

An emergency response is scheduled for the evening of November 22nd

First Aid Kits restocking: CLOSED

All first aiders kits have been restocked and extra supplies are in a tote in the storage room. The two extra kits will also be stocked that are in the locked filing cabinet.

ACTION: Monica to arrange with Linda for the cabinet key.

Card game coordinator: CLOSED

Kathy has spoken to all card game coordinators and stated what is expected. Scheduled games are to be as described and any new games must be introduced in a different time slot.

Flu Clinic recap: CLOSED

179 people attended the clinic and it ran smoothly. Next year we will schedule visits every two minutes as there were a lot of gaps with every three minutes.

Vacuum Cleaner for Hall: CLOSED

The vacuum cleaner in the hall is the property of Management. Ted purchased it two years ago. No further action is required. When inventory is done next year, we must ensure that all our inventory is accounted for.

Prizes Or Gifts and 50/50s: CLOSED

Selling tickets for prize raffles will no longer be allowed at DCHA functions as a special license is required. Prizes can be given to attendees where there is no money exchanged for a chance at winning that prize (i.e., a competition or a door prize).

Prizes will only be considered for special occasions such as Christmas, volunteer appreciation and puppy strut.

Selling 50/50 tickets is one of our main revenue sources and should be sold at most social events. Outside events are not required to sell 50/50.

A motion was made to cover the above. Marilyn has added this to the Policy Manual.

MOVED: Jim

SECONDED: Jack

CARRIED

Communication between Board and Community: PENDING

Update to Gallery on Website: PENDING

6. NEW BUSINESS:

Christmas Dinner: PENDING

- The Dinner will take place December 9th and 10th. We will use the same program as last year. 5:30 doors open, dinner at 6:00.

- The cost of each plate is \$43.00.

Motion to subsidize members and have them pay \$30.00. Non-members will pay full price at \$43.00.

MOVED: Shaunie SECONDED: Monica CARRIED

- Mary will purchase squares at COSTCO.

- Ticket sales will take place December 1st and December 2nd. Kathy, Jack, Linda, Cecile, Shaunie, and Monica will sell them.

- 100 tickets for each night.

- **ACTION:** Marilyn to assign jobs for each night.

- **SATURDAY:** Mary, Marilyn, Tracy, Shaunie, Linda

- **SUNDAY:** Cecile, Jack, Mary, Kathy, Tracy, Shaunie, Monica, Marilyn

2024 Events Calendar input for licensing: PENDING

ACTION: Kathy will send out Special Events Calendar for input from the Board.

2024 Event coordinators needed: PENDING

ACTION: Kathy will call the past year coordinators to see if they are still interested in coordinating their noted event. Shaunie will take on this task for Kathy.

Supplies for Coordinators Get together: CLOSED

Shaunie asked if they could purchase Christmas plates, dishes, and napkins for the Card Groups Christmas party. Would limit to \$60.00.

MOVED: Shaunie

SECONDED: Kathy

CARRIED

Significant others coming to events: CLOSED

Motion: An exception will be made for ticket sales; where a long standing 'single' member has a 'significant other' who is not a resident of Desert Cove. That member will be allowed to purchase a ticket for their significant other (at non-member price) during member only sales. Marilyn has added this to the Policy Manual.

MOVED: Shaunie

SECONDED: Kathy

CARRIED

Clean out of older damaged tables. This will happen when we do inventory. Maybe they can be repaired:
PENDING

Ways to recognize donations made in honor of deceased spouses. **PENDING**

Flag pole for Centre: **PENDING**

Time line for ending late payment of Dues: **PENDING**

Lights for Pathway: **PENDING**

Snooker Balls Missing: **PENDING**

If the missing snooker balls cannot be found a motion to purchase a new set was made. **Peter Gilcrest will contact Marilyn** if new set is required.

MOVED: Mary

SECONDED: Shaunie

CARRIED

7. ANNOUNCEMENTS:

Jack: December 22 - January 22, 2024

Kathy: January 10 - 24, 2024

8. ADJOURNED: 10:00 pm