

# Desert Cove Homeowners Association

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## Executive Meeting Minutes

Tuesday, January 16, 2024 @ 7:00 pm  
Recreation Centre

### Attendees:

**President:** Marilyn Richardson

**Treasurer:** Cecile Zandbergen

**Secretary:** Linda Hill

**Recreation Director:** Vacant

**Data Management Director:** Tracy Cox

**Welcome Director:** Shaunie Wood

**Director at Large:** Monica McDonald

**Absent: VP:** Jack Schultz, **Social:** Kathy Burwell, **DAL:** Mary Mate

**Quorum verified**

**Meeting started: 7:07 pm**

### 1. Approval of Agenda: With the addition of discussion of Head of the Lake Road

**MOVED:** Monica

**SECONDED:** Tracy

**CARRIED**

### 2. Approval of Minutes of November, 2023

**MOVED:** Linda

**SECONDED:** Cecile

**CARRIED**

### 3. CORRESPONDENCE:

Received several emails from residents at Christmas time thanking us for our efforts.

Forwarded two emails that should have gone to Newsletter.

Forwarded four emails to Administration that were their responsibility. RV Park Security, tax information, pool incident where resident was rude to children not leaving pool fast enough, and water quality.

Had to forward three passwords after change.

Received a letter from the Vernon Jubilee Foundation thanking us for our Contribution. This was posted on the website.

### 4. DIRECTORS REPORTS:

#### **President:**

- Jim presented the "Big Cheque" to the VJH in the amount of \$8,115.00. The recycling team was introduced and recognized for all their work.
- Kate McBrearty (Executive Director for the VJH Foundation) and board member Brad Callihoo attended the cheque presentation and Kate said a few words to the group attending.
- Kate also sent a personal note to Elaine expressing her condolences.
- **ACTION:** Marilyn spoke with new VJHF Content & Communications Specialist (Erin Gawne). They are looking at putting an article in the morning star with a special note about DC recycling and Jim and also including a more personal article in their Heartbeat Newsletter. They will be in touch.
- **ACTION:** LINDA to pull together the history of our Recycling donations to the VJH (first one in 2012) and forward to Tracy to load onto webpage and perhaps put in Newsletter or at the GM. Also, to create a thermometer to put up in hall to show our total donations for the current year (September to August).
- Marilyn informed Ray that we not do wish to take him up on his offer of a piano.
- **ACTION:** Marilyn Radon Gas insert for the Resident Handbook is in progress.
- Marilyn prepared and distributed a notice to Resident regarding; No garbage pickup on Christmas day, NO SOLICITATION, and of an upcoming service on the water system that will cause low water pressure.
- Holiday wishes were sent to all Residents from DCHA board. Some positive and supportive responses received.

- Chocolates and card purchased for DC Administration, Management. and Maintenance.
- It was suggested that next year we have a Christmas luncheon with the Management, Maintenance and Administration.
- **ACTION: Linda** to add to the Management Christmas Luncheon to the board calendar).
- Recreation Centre is experiencing some problems with the water system. Some areas have both hot and cold, some only cold, some only hot. Maintenance is trying to locate the problem.
- Due to change in gaming regulations and information now required - created a new 50/50 worksheet to be used for all 50/50 draws. Two people are required to oversee the 50/50 draws, one must be a board member (or designate).

**Vice President:**

- Jack spoke to Gerry about purchasing a reflector vest for him as he should have one when he is walking along the road picking up thrown out garbage. He thanked us for our concern, but stated that he did not want us to buy on and if need be, he would buy one himself.
- Jack also reported that Robert Huth has in the past purchased pool noodles for the Men's Aquasize and it appears he has purchased some new ones. Robert has not asked for reimbursement.
- Due to added responsibilities at O'Keefe Ranch Jack will be handing in his resignation effective immediately. We appreciate all that Jack contributed to the Board.
- Marilyn has approached Rhonda VanLent and she has agreed to take on the Vice President position on a trial basis until the September AGM.

**Treasurer:**

**Approval of Financial for November, 2023**

**MOVED: Cecile                      SECONDED: Linda                      CARRIED**

- The Holiday Market brought in a profit of \$2,110.97  
Revenue \$2,160.75 less Expenses \$50.78
- Puppy Strutt Calendar brought in a profit of \$301.60  
Revenue \$1,780.00 less Expenses \$1,478.40

**Approval of Financial for December 2023**

**MOVED: Cecile                      SECONDED: Shaunie                      CARRIED**

- Celebration of Wines brought in a profit of \$48.54  
Revenue \$1,086.25 less Expenses \$1,037.71
- Christmas Dinner was in the red as it was subsidized by the DCHA for Members.  
Revenue \$5,109.00 less Expenses \$8133.57 = \$-3,024.57
- New Years Dance brought in a profit of \$1,062.84  
Revenue \$2,037.00 less Expenses \$974.16

**Secretary:**

- Contacted Denise regarding sales of Puppy Strut Calendars. She indicated that she would be selling them at the ticket sales for upcoming events in November and December 120 calendars were purchased, 89 were sold, 10 were given free of charge to Vendors and 1 is up in the Recreation Centre. 20 remained unsold.  
Next year Denise plans to have dog owners indicated how many they will purchase and then she will order 20 more (10 to cover vendors and 10 for extra purchase). She will have pet owners verify the accuracy of names and would like to see a design that leaves more room for notes.
- Created poster for Remembrance and distributed it as well as helped with a poem and prayer at service.
- Lined up new artists up to September for our Gallery Wall. The Board agreed that I could ask Robert Huth if he would be willing to display his photographs.
- Helped with the Celebration of Wine Night.

### Data Management Director:

- Did updates to all database files, backed up google drive, and revised weekly and yearly events.
- Changed passwords to Director and Board links for 2024.
- Created and printed 70 tickets for the Shepherd's Pie Dinner.
- Revised Resource list

|                     |     |              |     |
|---------------------|-----|--------------|-----|
| # of occupied homes | 446 | # unoccupied | 3   |
| # of residents      | 809 | # of members | 663 |
| # of non-members    | 68  | # non-active | 67  |
| # non-voting        | 6   | # of tenants | 11  |

Percentage of the Cove that are DCHA members - 82%

### Welcome Director:

- Had a slower month due to lots of Christmas activities. Made one visit, have four scheduled to see over the next month, two have not responded to calls. one new membership received.

### Social Director:

- A December 2nd Celebration Wines was coordinated by Anita Jarmolicz. 60 Desert Cove residents were treated to a variety of different wines to sample, along with a variety of appetizers that were paired with the specific wines. A commentary from Anita also provided excellent information on the grapes, the wines origin and pairings. Anita plans on hosting another wine tasting event sometime in the Spring.
- A Christmas Parade was organized by Mike and Rebecca Clements for December 23rd from 6:30 to 8:30. A beautifully decorated trailer, joined by Santa and Mrs. Claus and several other DC residents was followed by numerous decorated golf carts, bicycles, and trucks that travelled up and down every street in Desert Cove.
- The New Year's Eve Dance was held on December 31<sup>st</sup> from 8 pm to midnight. 72 members and 16 non-members purchased tickets for a total of 88 attendees. Terry Dyck's band "Hat Trick" kept everybody entertained on the dance floor.

**ACTION: Kathy** -to inform future coordinators that tickets sellers must ensure that an updated list of Members and Non-members is checked when tickets are purchased. Tickets are numbered and that number must be written beside the name of purchaser.

**ACTION: Kathy** - Ticket sales can only be done in the hall when there is no other event taking place.

**ACTION: Tracy** - The Ladies Lunch has chosen to keep their event as women only and as it takes place outside of the Cove it is not under the DCHA control. We will therefore take their meeting off of the Social Calendar.

### Recreation Director: Report done by Mary Mate

- Recycle money for December \$683.85
- January is \$307.80
- Mary has contacted volunteers and Bill V will do January, Chris M will do February and Robert C will do March. Mike H will do the end of April.
- Jerry Smith, Cor Zandbergen and Bob Bouma have offered to help when they can.

**ACTION:** The **Board** is to consider names for someone to replace Jim and bring them forward.

### Director at Large 1:

- Monica contacted the names on the Emergency Contact List and 5 names will remain on the list with Jim and Monica coming off. A few people have expressed interest in considering a position with the responders. Monica will continue to oversee the volunteers and maintain their supplies.

**ACTION: Monica** to research obtaining a dedicated phone that can be listed as the first contact number for emergencies. It will be passed around on a rotating basis to the contact on call. Monica will establish a schedule and oversee the phones passage.

### Director at Large 2:

- A big thank you to Mary for taking on the Recreation Directors position on a temporary basis.
- Speed signs are currently being stored in Mary's garage as the snow makes it difficult to install along road side.

## 5. OLD BUSINESS:

### **Simulated Emergency for Emergency Contact Volunteers: PENDING**

Simulation postponed due to responders not available. It will be rescheduled for late February or March and to include new responders.

### **Communication between Board and Community. CLOSED**

Marilyn has had several conversations with Kurtis Reise regarding his thoughts on board and management communication. Feedback is appreciated.

Kurtis was informed that permission **MUST** be obtained before posting anything on Facebook that belongs to the board and/or the newsletter.

### **Update to Google Drive and Website: PENDING**

**ACTION: Tracy and Marilyn** to clean up the google drive.

**ACTION: Tracy** - To make changes to the titles on the gallery pictures. Some of the pictures are from years ago. The date on the Icon will be removed and just its title listed. New pictures will be added as they become available.

### **Christmas Dinner: CLOSED**

There were 166 member tickets sold, 3 non-member tickets sold and 10 complimentary tickets given out with 82 attending on the 9<sup>th</sup> and 96 attending on the 10<sup>th</sup>.

The meal was very tasty and those that had tickets but could not attend had to option to come and do take out.

Entertainment was provided by Desert Cove's own choral group: "The Sweet & Lows", who sang a beautiful medley of Christmas songs and carols.

Door prizes were donated by DCHA, Laurie French, Joyce Regier, Mike Clements, Donna Christofferson, Denise Harper, Marilyn Richardson and Kathy Burwell.

Program ran well with active participation.

**NOTE:** It was felt that the dessert trays should contain the same number of squares instead of making up trays for the specific people at each table. This would make it easier to hand out.

### **2024 Events Calendar updating for licensing and publication. CLOSED**

New events were added with dates or TBA so it could be published.

The volunteer Appreciation event will be a pancake breakfast.

Kitchen Party happy hours added for last Wednesday of every month.

GM moved to April 30<sup>th</sup>.

**ACTION: Tracy** to update and publish.

**ACTION: Board** - next meeting to come to decision regarding Bingo and Card Bingo Scheduling.

### **2024 Event coordinators needed: PENDING**

**ACTION: Kathy** to find a coordinator for the Valentine's Day Dance.

**Clean out of older damaged tables. PENDING**

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

A bench with a plaque or a tree to be added to the new green space were two suggestions.

**ACTION: Marilyn** will talk to Management to confirm if this is possible.

### **Flag pole for Centre: PENDING**

**ACTION: Linda** to research getting an indoor flag pole made to be available for Remembrance Day Ceremony and other events when needed.

### **Time line for ending late payment of Dues. PENDING**

Discussion suggested setting a deadline for payment of Dues to the end of December. After that time those that do not pay would be non-active until the following August.

It was decided to put this to the membership at the upcoming General Meeting in April.

**ACTION: Marilyn** will take a look at where to record this new regulation and if bylaws need to change if implemented.

### **Snooker Balls Missing: CLOSED**

As the missing snooker balls could not be found Peter Gilchrist bought a new set - \$148.

### **6. NEW BUSINESS:**

- **RV Security: PENDING**

The front gate will be closed earlier at 6:30. Management hired security over the New Year holidays and are looking at longer term options on security for lower RV lot.

**ACTION: Marilyn** will be meeting with Ted and Tracy Colley to brain storm ideas to bring to Management.

- **Fire Smart: PENDING**

Maurice Evans was hired by Okanagan Indian Band as the Emergency Program Coordinator. He would be willing to do a Fire Smart presentation for Desert Cove which may include a Pre-assessment of Desert Cove risks. He would also like to determine possible interest from residents of Desert Cove to receive training on working in an Emergency Services Support Centre.

**ACTION: Marilyn** to contact him to set up possible date of April 13<sup>th</sup> for presentation.

- **Recreation Centre Duties: PENDING**

- **DCHA Email Distribution Lists: PENDING**

- **Resend 'Who to Contact' info to the Cove: PENDING**

**ACTION: Tracy** to send out the "WHO TO CALL" document again listing the specific responsibilities of the Board and Management with the idea that it will cut down on some of the emails coming to DCHA.

- **Promote Website and its use (post on DC News and FB?) PENDING**

**ACTION: Tracy** to put together material to encourage residents to use our DCHA website more.

- **Cash rather than cheques for the Recycling Elves: CLOSED**

A cheque for \$100.00 will be made payable to Cecile who will cash it and give money to Mary Mate to distribute to the Recycle elves as their per Deum.

- **Head of the Lake Road: PENDING**

### **7. ANNOUNCEMENTS:**

Linda: March 9 - 17

Tracy: June 10 - 17