

**MINUTES FOR MEETING OF THE BOARD
SUNSHINE HEIGHTS AND OWNERS ASSOCIATION
JUNE 11TH, 2019
HELD AT HOME: Peter Borgmann**

Board Members Roll Call (quorum = majority of Board = 4 Board members)

Board Members Present: (Quorum = majority of Board members))	Present	Regrets	
Paul Bokowski (Member-at-Large)	✓	<input type="checkbox"/>	
Peter Borgmann (President)	✓	<input type="checkbox"/>	
Ron Leclerc (Secretary)	<input type="checkbox"/>	✓	
Jim McLeod (Member-at-large)	✓	<input type="checkbox"/>	
Lou Moniz (Wharfinger)	✓	<input type="checkbox"/>	
Lezlie Smith (Treasurer)	✓	<input type="checkbox"/>	
Guests			
Stu Maxwell			

Call to Order: 7:06 PM

Approval of Agenda- Paul B moved, Lezlie seconded

Approval of Minutes of May 14, 2019 and April 24, 2019 - Jim moved, Lou seconded

1. Action Item & Business Arising From Minutes of June 11th, 2019:

- ACTION: **Transition plans** Ron to meet with past Secretary
- to assist in transition PENDING
- ACTION: **Bulletin Boards** updated with new list of directors, DONE, including correction
- ACTION: **Budget plan** Discussion involved adjusting a few amounts of proposed budget based on 4 years costs and YTD - to be entered into system as agreed at meeting (Lezlie)
- ACTION: **Canoe and Kayak Storage** Stu and Lou's finalize detailed plans for addition kayak & canoe storage and cost estimates ; Board agreed to do both 3 high only; once plans are done Peter and Lou to take to District for approvals.
- ACTION: **Breakwater Deck:** Jim to have his contact review repairs that may be needed for breakwater, get estimate and determine how much needs to be repaired
- ACTION: **Breakwater lights:** Lights on order
- ACTION: **Indemnification:** Jim to review insurance document- Done - needs separate clause in insurance for indemnification, Peter - currently under review with Insurance Agent
- ACTION: **Gate & Boat** Peter to contact District in regards to responsibility of Gate & Boat on beach other side of breakwater, no responses as yet ; Paul- get quotes for cement block and installation
- ACTION: **SCAF Meeting Tuesday, May 21st, 2019: next meeting** Paul to attend
- ACTION: **Membership contact:** last year's members only were contacted to encourage renewal. Only 2 came forward; membership renewals to be encouraged at the BBQ party, to review contract format for next year for members and boat owners. Jim to

check on option for adding into web page, with electronic versions rather than 3 part copy forms.

- ACTION: **SHORA Birthday Party plans** ; Ron requires some help with setting up and storing product previous to event, also 2nd BBQ and check on Tanks, need to follow up on day of help with BBQ - set up and cooking - other many other details reviewed and assigned.

2. Executive Business Reports:

2.1. President's Report– Peter Borgmann

2.1.1. SHORA Lease Boundaries & lease obligations - as currently understood, permits on land storage

2.2. Treasurer's Report – Lezlie Smith

2.2.1. \$16,441 in Chequing, \$10,000 in Long Term

2.2.2. Budget planning reviewed and agreed to new , estimate close to breakeven

2.2.3. Missing one clients payment - has been lost in transition. Lou to follow up with Guy and Paul, may require new cheque to be issued. Contract was finalized but payment has not been recorded or deposited.

2.3. Wharfinger's Report – Lou Moniz.

2.3.1. Herring nets project to be offered to larger community, not something the board needs to handle.

2.3.2. Lezlie to send contact info to Lou for potential boat member

2.3.3. Space for 3 larger boats over 16' to max allowed, and 3 smaller boats (12')

2.3.4. Lou to review condition of Sleeves and Collars.

2.3.5. Reviewed those who are still outstanding and those who will not be returning

3. Committee Project Reports:

4. New Business:

4.1. New additional kayak storage WIP needs detailed plans to provide to District for approval

4.2. SCAF Meeting- Paul to continue as available to ensure consistency

4.3. Discussion on grace period for members who haven't paid their annual memberships yet- end of July for members only

4.4. Discussion on amending bylaws to allow board to permit membership outside the capture area by exception

4.5. Insurance update; Active coverage now but not paid, even though overdue; current provider will no longer cover, Mike F. looking for new provider ; may need a bylaw to permit outside members so all covered. Currently insurance will not cover non members, or out of catchment boat owners.

5. End of Meeting Administration:

5.1 **Next Board Meeting- July 23rd, Jim's house**

5.2 **Meeting Adjournment - 10:05 pm**