

**SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION
October 25th, 2022 HELD VIRTUALLY BY ZOOM**

Board Members Roll Call (quorum = majority of Board = 3/5 Board members)

Board Members Present: (Quorum = majority of Board members))	Present	Regrets	
Peter Borgmann (President)	Yes		
Lou Moniz (Wharfinger)	Yes		
Lezlie Smith (Secretary/Treasurer)	Yes		
Michelle Bruecker (Vice President)	Yes		
Jim Richards (Member-at -Large)	Yes		
Heather Ferguson (Membership Coordinator)	Yes		

1 Call Meeting to Order: 7:05

1.1. **Adopt Agenda** Motion-Lou Moniz, Seconded:-Jim Richards All in favour

1.2. **Adopt Draft Minutes** of Sept 27th, 2022 Motion - Lou Moniz Seconded - Jim Richards. All in favour

1.3. **Action Items & Business Arising from Minutes of September 27th, 2022**

When the Replacement battery is received for the north light on the floating breakwater, it will need a dingy or boat to transport and install.

2. Executive Business Reports

2.1. President's Report– Peter Borgmann -

2.1.1 Meeting with District:

- On October 17, 2022, Jim Richards, Lezlie Smith and Peter Borgmann met with the District of Sechelt as part of the DOS' annual consultation with the community associations regarding next year's DOS budget items. The details of SHORA's requests, and the DOS replies were distributed to the membership by email and are included with these minutes as attachments.

Motion to accept: Lezlie Smith, Seconded Heather Ferguson All Approved

2.2. Treasurer's Report – Lezlie Smith-

2.2.1 Current Financial Status

- Chequing: \$13,384 of September 30th 2022, Long Term Redeemable is at \$5,133.39, Big expenses processed since August were the MacKenzie dock repairs at \$11,270 - less than the quote and the light replacements of \$308 paid to Olsen. Balance at end of October should be approximately \$12,598 before service fees. (see reconciliation detail showing upcoming expenses)

2.2.2. Budget / Forecast planning:

- Year to date revenues are \$27,731 this year vs \$18,829 for full 2021-2022 Preliminary net income estimates may be \$5961 before depreciation of \$3500. Banking reconciliations completed and balanced for the end of September, and attached.
- Funds are sufficient for any extraordinary expenses and there shouldn't be any net loss.
- October Year to date Profit Loss attached and compared to full 2022 year.

2.2.3. System needed to manage storage of Kayaks and Canoes.

- Increasing demand for storage of kayaks and canoes necessitates a more formalized process for assigning and controlling storage, particularly if additional storage is to be built. Visually it seems there are more kayaks/canoes being stored than have been paid for. Options were discussed and each spot on land will be assigned a number and identified with the paid owner. Signage is to also be added notifying that each spot is assigned to paid members only.
- **ACTION ITEM:** Peter to purchase numbers in similar size/pattern as the numbers assigned to spots on the dock. Peter to review signage text and options

Motion to Accept report : Jim Richards, Seconded Peter Borgmann

2.3. Wharfinger's Report – Lou Moniz - No report

3. New Business

3.1. SCAF Update - Michelle

- Lynne (SCAF chair) has arranged an in-person, joint meeting with the new council on Tuesday, Nov. 15 at 7 pm in the DOS community meeting room (CMR). Agenda topics include Bylaws and Havies development.

3.2 Emergency Preparedness Update- Michelle

- Planning to contact Davis Bay representative to review approach to Emergency Preparedness.

4. End of Meeting Administration

4.1 Next meeting is - Nov 29th 2022 7 pm

4.2 Meeting Adjournment 7:43 pm

Attachments (3)

1) DOS meeting summary 2) Initial DOS responses 3) Follow up DOS responses