

SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION
January 19th, 2021 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		
Ron Leclerc (Member-at-Large)	Yes		
Lou Moniz (Wharfinger)		No	
Lezlie Smith (Secretary/Treasurer)	Yes		
Michelle Bruecker (Member-at-Large)		No	

1 Call Meeting to Order:

1.1. **Adopt Agenda** Motion- Lezlie Seconded - Peter

1.2. **Adopt Draft Minutes** of November 17, 2020 Motion - Ron Seconded - Lezlie

1.3. **Action Items & Business Arising from Minutes of November 17, 2020**

1.3.1. **ACTION:**

1. **Breakwater Lights:** Installation pending repair of breakwater **STATUS: Mackenzie Marine Services requires a battery for the light system - Action: Lou to follow up**

2. **Flag for Marina:** Install Canadian flag- option for steel pole - raise and lower pole. Community notice board, needs flag pole for windsock installation on breakwater. Windsock on outside arm- needs steel pole to extend on wood **ACTION: L Moniz to work on how to get that done**

1.3.2 **ACTION: Bulletin Board / Flag and Dog bags box –**

1. **Community box needs repair**, disposal bag holder to be checked - Peter reviewed and made temporary fix, needs better repair, not urgent. Will move to in front of the light standard when it is rebuilt. **P Borgmann to complete at some point**

1.3.3 **ACTION:** Repair damaged pin for gate on Harbour Way – Completed- Lou did great job on repairing damaged pin

1.3.4 **ACTION:** Develop a financial forecast for the AGM that will show how much reserve funds might be saved for the future at various moorage rates - Lezlie completed. Possible net cash in bank estimated at \$45,000 in 5 years based on various assumptions

1.3.5 **ACTION:** Donate \$200 to the Food Bank - Completed

2. Executive Business Reports

2.1. **President's Report**– Peter Borgmann - nothing to report

2.2. **Treasurer's Report** – Lezlie Smith

2.2.1 Chequing: \$3,014.73 at end of December, only outstanding payment at the moment are for the gates. Expected to have sufficient funds until the year end.

Big thing missing is the lease charge - I haven't received any invoice for this. It usually comes from the District after they receive it from Provincial Gov . Long Term Redeemable \$5,074.96 matures March 20th 2021.

2.2.2 Budget / Forecast planning:

Our year end loss is estimated to be close to \$-15,500 due to \$24,440 that was spent for the breakwater. However we do still have sufficient funds to cover the loss and likely a bank balance still of \$2,500 plus the Long Term of \$5,000.

2.2.3 New Action Items:

Reviewed possible forecasts using historical data and forecast for revenues and expenses including a 25% increase in moorage fees this year and 20% increase next year. (this is based on \$0.50 increase this year and \$0.50 next year) We should be able to reach close to \$45,000 cash position in 5 years time. Attaching copies of the calculations and estimates for this in email.

2.3. **Wharfinger's Report** – Lou Moniz - nothing to report

3. **New Business**

4. **End of Meeting Administration**

1. Next Board Meeting Date March 9th, 7 pm, 2021
2. Meeting Adjournment 7:20 pm