

SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION
June 22, 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)	Yes		
Lezlie Smith (Secretary/Treasurer)	Yes		
Michelle Bruecker (Member-at-Large)		No	

1 Call Meeting to Order: 7:05

1.1. Adopt Agenda Motion- Lou Moniz Seconded - Ron Leclerc

1.2. Adopt Draft Minutes of May 18th, 2021 Motion - Lou Moniz Seconded - Ron Leclerc

1.3. Action Items & Business Arising from Minutes of May 18th 2021

1.3.1 Small repair projects to be completed as time permits.

1.3.2 Work party request to be sent out in July or August to help with the repairs to the shed roof.

1.3.3 Adjust depreciation and capitalization of major repairs WIP with accountant

1.3.4 Peter checked with DOS regarding resetting the breaker or marina power, has been completed and is working

2. Executive Business Reports

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

2.2. Treasurer's Report – Lezlie Smith

2.2.1. Current Financial Status: Chequing: \$18,600 at end of May 31st As of June 22nd the chequing balance is \$17,912.00 with additional payments received. All "members only" from last year are paid up, except one who actually paid \$10 too much last year. Lezlie to communicate with them and let them know that credit will be applied to this current year. Long Term Redeemable is \$5,112.94, due March 2022

2.2.2 Budget / Forecast planning: There are still outstanding payments and contracts needed for storage of kayaks and canoes. Also a couple of boat owners need to complete payment. Budgets and forecasts for the current year will be prepared once all the revenues are in for the current year of operation.

2.2.3. New Action Items: Final reports have been forwarded to M.Taylor Accounting Services and is assisting with the depreciation and capitalization

- 2.3. **Wharfinger's Report** – Lou Moniz -
 - 2.3.1 Kayak contracts and payments still need to be processed, Lezlie to assist with that. Still some problems with the gate not being kept locked. Question regarding guests storing kayaks discussed - it is okay if it is a personal guest of resident but not if it is a paid guest as that becomes a commercial enterprise.
- 2.4 **SCAF meeting update** - Michelle Bruecker
Nothing to report.

3. **New Business**

3.1. **Long Range Planning**

3.1.1 **Action:** Peter to formally request an estimate for MacKenzie Marine to identify what might be involved with the preparation of a expense forecast for significant maintenance and repairs over the next 10 years. This could involve underwater surveys of structures and possible estimates for when replacement could be required. Document approved and to be sent to MacKenzie to review and hopefully provide an outline and possible cost to undertake the project.

4. **End of Meeting Administration**

- 4.1 Next Board Meeting Date July 20th 2021 7 pm,
- 4.2 Meeting Adjournment 7:35 pm