

SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION
January 11th, 2023 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)		No	
Lezlie Smith (Secretary/Treasurer)	Yes		
Michelle Bruecker (Vice President)		No	
Jim Richards (Member-at -Large)	Yes		
Heather Ferguson (Membership Coordinator)	Yes		

1 Call Meeting to Order: 7:00

1.1. Adopt Agenda Motion-Lezlie Smith, Seconded:-Peter Borgmann All in favour

1.2. Adopt Draft Minutes of Oct 25th 2022 Motion - Heather Ferguson Seconded - Jim Richards. All in favour

1.3. Action Items & Business Arising from Minutes of October 25th, 2022

- The Replacement battery is received for the north light on the floating breakwater, it needs a volunteer with a boat or dingy in the water to transport and install.
- Signage and letters needed to identify owners of kayaks and canoes stored on land. Numbers assigned to shelves and signage being produced to install at the storage area. Emails have been sent to current owners to identify their kayaks . Work in process - Heather helping with a spreadsheet to confirm owners and payments status

2. Executive Business Reports

2.1. President's Report– Peter Borgmann - No report

2.2. Treasurer's Report – Lezlie Smith-

2.2.1 Current Financial Status

- Chequing: Cash balance of \$11,920.79 of December 31st 2022, Long Term Redeemable is at \$5,133.39. The Long Term Redeemable is set to roll over in March, or we can select a new term with perhaps a higher interest rate. No major expenses expected between now and the end of our fiscal year.
- Budget / Forecast planning: Year to date revenues are \$27,731 this year vs \$18,829 for full 2021-2022 year so a good increase (45%) Preliminary net income estimates may be \$5,000 before depreciation of \$3500.
- Funds are sufficient for any extraordinary expenses and there shouldn't be any net loss.

- December year to date Profit Loss is attached and compared to the SAME period last year.
- Storage fees and capacity: A total of 22 have been paid - Only one kayak is owned by someone outside of our membership. An organized system for managing the kayaks is really helpful for regulating the use of the space. Especially if we move forward with building more storage space. There were as many as 29 kayaks in the slots in August of this year. List of paid storage customers are attached.

Motion to Accept report : Peter Borgmann Seconded Jim Richards

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

3. **New Business**

3.1. **SCAF Update** - Michelle - No Report

3.2 **Emergency Preparedness Update**- Michelle

- Davis Bay representatives also currently reviewing (report in absentia).

3.3 **Discussion on System for Tracking Kayaks**

- Numbers assigned to kayak slots and owners asked to identify which are theirs. New signage indicating Shora's overseeing of storage. Vessels stored their \$100 per vessel no matter their size, rate will not increase this year. Owners who store but never use the kayaks may be requested to option the higher levels to allow those who regularly use their kayaks a lower more accessible level.

3.4 **Discussion on potential fee structure for upcoming year for boats.**

- Currently no GST is being charged due to our Non Profit and small supplier status. Lezlie to confirm CRA limitations- it was at \$30,000 at one point but may have changed. Consideration to be given to those limits as our GST collection status might be impacted by future rate increases. A small rate increase is favoured by the Board, but decision to be made closer to the new fiscal year.

3.5 **Discussion on whether to hold AGM in person**

- Board of Directors tentatively favoured holding AGM in person. Also discussed whether to change the bylaw to allow for 20% quorum rather than the 30% currently in the bylaw. This in response to the difficulty getting quorum for the Zoom AGM for the last few years. Final decision closer to AGM date.

4. **End of Meeting Administration**

4.1 Next meeting is - Thursday February 23rd 2023 7 pm

4.2 Meeting Adjournment 8:05 pm