

SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION
May 8th, 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	
Michelle Bruecker	Yes		
Heather Ferguson	Yes		
Karen Madsen	Yes		
Jim Richards	Yes		
Lezlie Smith	Yes		
Robbert Visscher	Yes		

1 Call Meeting to Order:

- 7:05 pm

1.1. Adopt Agenda

- Motion- Heather Ferguson, Seconded-Robbert Visscher
- All in favour

1.2. Adopt Draft Minutes of April 15, 2023

- Motion-Karen Madsen, Seconded-Lezlie Smith
- All in favour

1.3 Assignment of Directors Positions for 2023-2024

President, Treasurer, Secretary, Directors at Large and other areas of responsibility

- Discussion was held and positions assigned as follows:
- President – Lezlie Smith
- Vice President - Michelle Bruecker
- Treasurer - Robbert Visscher
- Secretary – Jim Richards
- Wharfinger - Heather Ferguson
- Social and Communications Director - Karen Madsen
- **Action Item** – access to gmail required for new Board Members, password and protocols to be shared

1.3. Action Items & Business Arising from Minutes of April 15th, 2023

Jim/Heather to confirm Contracts as valid upon payments received. Signatures not required. Member payments need to be confirmed and completed by April 30th at which point any available slips will be assigned to those on waiting list: **Status: to be completed after April 30th**

- Completed – status: no wait list, one boat slip contract outstanding (non-member seems hesitant to confirm), one 2 kayak contract yet to be paid (but confirmed by member), 3 slips of varying sizes available.
- **Action Item** - valid contracts to be placed in google drive folder.

2. Executive Business Reports

2.1. President's Report— No Report

2.2. Treasurer's Report – Lezlie Smith-

2.2.1 Current Financial Status

- Chequing: Cash balance of \$27,814.77 of April 30th 2023, plus two Long Term Redeemable Deposits for total of \$10,161.62 split as follow;
 - \$5161.61 1 year term 3.5% maturity date of March 19th 2024
 - \$5,000 2 year term 4.5% maturity date of March 15, 2025.
- total funds in chequing and long term \$37,975.62

2.2.2. Budget / Forecast planning

- Year to date revenues received are at \$21,109.00 vs \$27,979.31 for the full year of 2021-2022. With the revenues already deposited in May of \$2,272, plus additional deposits coming of \$2,546 and outstanding amounts \$5,606 revenues for 2023/2024 should be close to \$28,987: just slightly over last year's total revenue of \$27,979. The members only fees have not yet been a focus for collecting. Members only email list stays valid until approximately July.

2.2.3 **New Business:** Mailbox key, signatories, credit card assignments

- New signatories required - two for signing off on e-transfers/cheques – agreed that Lezlie Smith, Michelle Bruecker, Robbert Visscher will be signatories
- New Credit card holders – agreed that Lezlie Smith will have a credit card
- Mail box key generally assigned to Treasurer – agreed that Robbert Visscher will take over all duties as Treasurer, will be assigned computer and mail box key
- Porta potty ordered for delivery May 15th, generally taken out Mid October – no discussion
- **Action Item** – signatories and credit card to be organised
- Motion to accept report- Robbert Visscher, Seconded- Karen Madsen
- All in favour

2.3. **Wharfinger's Report** – Jim/Heather -

- **Good news on the new season at SHORA marina.**

Only 2 unpaid as of May 8, 2023

1. Member with 2 kayaks who emailed that he'll pay upon return from Europe May 15th.
 2. Non-Member with a 17 foot boat. Confirmation is tentative after phone and email communication.
- Action: is to wait and see. No one else is on the wait list at this time.

Still settling in

3. Member boat - New pontoon boat measuring 23 feet. The boat is hitting the dock and also hitting the boat behind it.

Action: New member to get bumpers. Another action is to contact the adjacent boat owner. This has been attempted by email 2x and no response. Adjusted the mid-line rope on the boat in slip 32, to limit drift.

Next action: reach owner by phone.

4. Member boat - to arrive in SHORA end of May. There is about 24 feet on the dock available next to a piling. We have time to think through some scenarios. We know that another boat is for sale so maybe that one will depart and open up some space for a 24-28 foot dock length.

Waitlist

1. We have no boats waiting at this time.
2. We have 5 kayaks waiting for lower levels but there are none.

Availability

Not all boats have arrived that are paid for in the marina for the season but we're about 90% full.

We have 2 green and 1 yellow space, all for small boats, open as per the attached plan map.

We do have 4 kayak upper level spots. Two on land and two on the floating dock.

We have 1 canoe spot that could be versatile for either canoe/kayak.

Repairs

Our former SHORA president received an email about a water hose leak on the line down to the marina and he took action right away and went and repaired a washer at the spigot. Job done and thanks to Peter who went above and beyond once more.

Other news

1. There have been 3-4 people regularly using the undercover deck on the building at the marina. They have been cooking breakfast and have cleaned up 100% each time so there is no problem. They sometimes have dogs off-leash which is something to be aware of when you come down the stairs.
2. I received a question from a member about using the garbage bin at the marina for dog waste. The baggies are right there, no problem. "Are people allowed to put the waste bags in the garbage?", is the question. This member was told not to by someone who said they have a boat in the marina. I'm looking for clarification on the garbage can down there and I think the intention is to provide people with a chance to clean up after their dogs and SCR D collects the garbage every other week.

- Motion to accept report- Jim Richards, Seconded- Robbert Visscher
- All in favour

2.4 **SCAF meeting update** - Michelle Bruecker

- Regular meetings underway, we are invited to attend any time.

2.5 **Emergency Preparedness**- Michelle Bruecker

- Posters were used at AGM, to be printed and posted on community bulletin boards with date added.

3. **New Business**

3.1 Canada Day Planning

- General discussion regarding logistics and set up
- Ron and Lynn confirmed as entertainment.
- date and time - July 2, 2 to 5 pm
- **Action Item** – to share Peter Borgmann's list from last year

3.2 General discussion around SHORA's goals for 2023/2024.

- Agreed to discuss at next meeting as running over time
- **Action Item** – to add item to next agenda

3.3 Maintenance planning for 2023

- Agreed to discuss at next meeting as running over time
- **Action Item** – to add item to next agenda

3.4 Meetings to be set with Peter Borgmann to review SHORA systems and responsibilities with new members and new president

- Agreed to find a date for Peter Borgmann, Karen Madsen and Heather Ferguson to meet
- Agreed that Lezlie and Robbert would meet to hand over Treasurer role

4. **End of Meeting Administration**

4.1 Next meeting date:

- Monday, May 29 2023, 7:00pm

4.2 Meeting Adjournment

- 8:20pm