

McKenzie Towne Council

Tuesday September 20, 2022

Board of Directors Meeting @ 6:00 p.m.

McKenzie Towne Hall

Attendance Rick Leigh, Shawn MacDougall, Patrick Giroux, Margaret McPherson, Dar Zuch

Regrets: Teresa Hargreaves, Farooq Qadir

Resident Guests: Carrie Cemka, Nancy Yip

Resigned: Shirley Wilson, Debra Klippenstein

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1. Call to Order 6:00 PM
 2. In Camera
 3. Open Meeting 6:25 PM
 4. Approval of August minutes
 - Motion: to accept August meeting minutes as presented
 - Move: Patrick Giroux / Second: Shawn MacDougall
 - Motion carried (Unanimous)
 5. Introductions & Attendance
 - Board & Resident attendees as above
 - MaryAnn Miller-GM
 6. GM Report — MaryAnn Miller in person circulated and presented verbally her Sept GM Report. (Attached)
 7. Committee Reports:
 - a) Executive and HR Committee – Rick –
 - a. Motion: To approve the TOR as presented for the Executive & HR committee & the Finance & IT committee (distributed by email).
 - b. Move: Rick Leigh Second: Patrick Giroux
 - c. Discussion
 - d. Motion carried (1 No-4 Yes)
 - b) Finance / IT – Finance and IT reports submitted to Board and presented in person by Chair.
 - a. Motion: Board to approve the entire net income ending May 31, 2022 (~\$207,000 amount to be finalized by auditors) be moved into restricted funds within the chart of accounts.
 - b. Move: Patrick Giroux / Second: Dar Zuch
 - c. Discussion
 - d. Motion not carried (Yes-2 No-3)

- e. Recommendation: To wait until the audit is completed & to ask auditors for professional opinion on any needed changes.
- c) Operations – Met Sept 15. Attended: GM, Patrick Giroux, Steve Carlton, Dar Zuch, Rick Leigh
- a. Maintenance equipment update/refresh via purchase of some new equipment and trade in of obsolete or unsuitable equipment. Quotes received and reviewed.
 - b. Motion: Move that the board approve the purchase of the new equipment for a value of \$58,015 as a capital expenditure.
 - c. Move: Patrick Giroux Second: Shawn MacDougall
 - d. Discussion
 - e. Motion: Carried (Yes-5)
 - f. Motion: Move that the board approve the sale of the identified surplus equipment.
 - g. Move: Patrick Giroux Second: Rick Leigh
 - h. Discussion
 - i. Motion: Carried (Yes-5)
- d) Board Development – No update
- a. Thank you to the committee for the updated TOR templates & new board recruitment package.
 - b. Action item: MaryAnn to post new board positions on LinkedIN.
- e) Motion: To accept GM & Committee reports as presented
- a. Move: Rick Leigh / Second: Dar Zuch
 - b. Motion Carried (Yes-5)

AGM-Planning

Volunteers needed:

- Secretary: Margaret McPherson
- Scrutineers (2): Nancy Yip, Shawn MacDougall

8. Other business –

- Strategic Planning Session (Annual Board Activity) – October 1, 2022 (11AM-2PM)
- Resident Cemka had business arising from Aug meeting regarding Enhanced Landscaping Maintenance (ELM) contract and MTC vs City obligations.
 - Follow up questions about Prestwick Square weeds
 - What does the ELM specify that MTC can do vs City?
 - Action item: MaryAnn Miller to go away and clarify ELM arrangements and speak to them at next board meeting.

9. Next Meeting Date –

- AGM October 19, 2022. 7:00PM
- Director’s Meeting October 18, 2022 (In camera: 6:00PM, 6:30PM Open meeting)

10. Adjournment.

Motion: To adjourn (8:00 PM)

Moved by Rick Leigh Seconded Patrick Giroux

Carried