



Tuesday, February 15, 2022  
Board of Directors Meeting @ 6:00 p.m.  
MEETING MINUTES

---

Meetings are open to members in good standing to observe, in-camera session is for Directors only. There is an agenda item for members to ask questions if they so choose.

1. Call to Order
2. In Camera (Board member only) 6:00 PM to 6:49 PM
3. Open Meeting (~6:30pm) 6:51
4. Approval of Minutes from previous monthly meeting – circulated by email.

Rick Leigh 1<sup>st</sup> / Shirley Wilson 2<sup>nd</sup>>>move to accept meeting minutes

All in favour>>passed. Courtney Hall>>abstain

5. Introductions & Attendance

Attended: Courtney Hall, Darvin Zuch, Rick Leigh, Renato Echavez, Patrick Giroux, Farooq Qadir, Shirley Wilson, Margaret McPherson, Shawn MacDougall, Mary Ann (GM), Jasmin MacDonald (Resident)

Regrets: Teresa, Jim, Debra

6. GM Report — MaryAnn

Covid restrictions lifted. Back at full capacity for events.

New bookkeeper started on Feb 8. Working through transition from current bookkeeper (external) to new in-house employee.

Agreement for new city pathway around Elgin pond is in process with the City. We rec'd an approval to clear it for last snow fall while the formal agreement is being settled.

Interim Ops and GM worked to look at new hiring.

Most activity is taking down lights. With warmer weather rinks not safe for operation.

Community clean up—TBA Tentative dates for August.

RA Fees-Approx \$12K outstanding

Looking at new activities for youth and spring camps to offer to Residents

Patrick 1<sup>st</sup>/Shawn 2<sup>nd</sup>

All in favour >> motion passed

7. Committee Reports
  - a. Executive Committee- Rick

Currently no written record of our many meetings.



With board suggestion we will be recording Executive meeting, activity with attendees and dates going forward.

b. Finance/IT – Patrick

IT Meeting – Feb 2

-During Director's tour of facility, it was observed that the Server blocked access to electrical panel

-Feb 6 cabinet was moved to accommodate access to electrical panel

-Suggestions to review current equipment and security to ensure continuity of server access.

-Working with Vtech (vendor) to create a plan to move forward.

-Committee will bring forward plans and costs to board for approval (TBD) as well as explore if moving all server systems to the cloud.

Finance Meeting – Feb 2

Motion: to have the GM and the Policy Handbook in agreement.

-2 Signatures needed for expenditures over \$2K.

Motion: Patrick 1<sup>st</sup>/Courtney Hall 2<sup>nd</sup>

All in favour>>motion passed

Commercial buildings for HOA Fees. Doing a review of list of commercial properties to ensure it is comprehensive and current.

Review existing LOC with ATB

GIC Maturing in next few months—looking options for reinvestment upon maturity to ensure meet investment guidelines and best rates.

Look at segregating funds for the restricted operating funds into a separate account. Will consult best practice with BDO (auditors).

c. Operations –No update

Motion to accept committee meetings as presented

Patrick 1<sup>st</sup>/Courtney 2<sup>nd</sup>

All in favour>>motion passed

8. Board Development Program

- a. Activity update-1<sup>st</sup> meeting scheduled for Feb 16. Update at next meeting

9. Other Business

- a. Schedule strategic planning community

10. Next Meeting Date – March 15, 2022

11. Adjournment

Motion to adjourn

Rick 1<sup>st</sup>/Shawn 2<sup>nd</sup>

Motion passed

Meeting adjourned:8:00 PM MT