



Tuesday, March 15, 2022  
Board of Directors Meeting @ 6:00 p.m.

MEETING AGENDA

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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 6:26PM
2. In Camera (Board member only)
3. Open Meeting (~6:30pm) 6:34PM
4. Approval of Minutes from previous monthly meeting – circulated by email.
  - a. Motion to approve 1<sup>st</sup> Patrick Giroux as revised 2<sup>nd</sup> Margaret McPherson
  - b. Motion passes
5. Introductions & Attendance
  - a. Attending: Rick Leigh, Shawn MacDougall, Patrick Giroux, Margaret McPherson, Mary Ann (GM), Sarah Ferguson (Former MTCA President & Resident), Teresa Hargreaves, Debbie Klippenstein, Jasmine McDonald (First Capital)
  - b. Regrets: Darvin Zuch, Renato Echavez, Farooq Qadir, Shirley Wilson
  - c. Resigned: Courtney Hall
6. GM Report — MaryAnn
  - a. Administration fully staffed. Transitioning to in house accounting.
  - b. 55 o/s accts for Resident's fees outstanding.
  - c. Spring adventure Camp-1 week camp/New programs and activities being offered
  - d. With Covid restrictions being lifted events schedule is being populated
  - e. Exploring options for Stampede Breakfast
  - f. Christmas lights are down to meet March 14 City Bylaw
  - g. Skating rinks are closed due to warm weather
  - h. Two team members departing. Interviews in process to source new hires
  - i. Daycare inspection was positive (pass)
7. Committee Reports
  - a. Executive Committee- Rick
    - i. Feb 22 ~1.5 hours
    - ii. Mar 2 ~35 min
  - b. Finance/IT – Patrick



- i. Working on quote to obtain & place new server rack/cabinet (IT)
    - ii. Transitioned to new in house accountant (Finance)
    - iii. GIC Investing with ATB (1 year *non*-redeemable GIC matures July 19)
      1. Motion to change (Patrick Giroux 1<sup>st</sup>) banking from *Investment* policy to *allow MTC to use ATB* (Teresa Hargreaves 2<sup>nd</sup>) **Patrick to provide wording used – see attached IT/Finance report for wording of motion.**
      2. Motion Passed
    - iv. Discussion from previous meeting about why we have a LOC for \$1M when we are only able to borrow up to \$200,000 at a board level. General member approval for \$200,000+. ~~Going to draft a policy change and present to board for final approval.~~ This will be the addition of an explanation of the difference.
    - v. Discussion from previous meeting about if the Capital Reserve funds should be moved to a segregated account. More discussion needed.
  - c. Operations –Rick
    - i. No report—looking for new chair
8. Board Development Program - Debra
  - a. Activity updates
  - b. Changed name to Board Development Committee
  - c. Reviewed existing documents on the website. Some discussion around refining for MTC use
  - d. Drafted TOR
  - e. Board matrix, gap analysis for recruiting future board members
  - f. Apr 14, May 11, Jun 9 (next meetings)

Approve committee reports as presented 1<sup>st</sup>>>Margaret Mcpherson 2<sup>nd</sup>>>Shawn MacDougall

Motion passed
9. Other Business
  - a. Strategic Planning session – Margaret
    - i. Sarah Ferguson attended to explore possibly helping to facilitate strategic planning session.
    - ii. Suggest Saturday session.
    - iii. Policy manuals suggestion to combine to one.
    - iv. HOA fees for some businesses in McKenzie Towne asking for update on status from Admin
10. Next Meeting Date – April 19, 2022
11. Adjournment Motion to adjourn Margaret McPherson 2<sup>nd</sup> Debbie K 7:47PM