



McKenzie Towne Council
Tuesday October 17th, 2023
Board of Directors Meeting @6PM
Location: MTC Hall
Minutes taken by Nancey Yip

Attendance:

In Person: Darvin Zuch, Nancey Yip, Keith D'Souza, Neha Ashani, Farooq Qadir

Regrets: Shahzad Khan, Nicole Myrie, Teresa Hargreaves

Residents and guests: Jim Clement (GM), Ignatius Emeye, Shauna Sanheim, Marshall Lang

1. Call to Order 6:07PM

2. In Camera

3. Open meeting - Call to Order (6:30PM)

4. Approval of agenda – Motion to approve Agenda by Darvin Zuch, Second Neha Ashani. No discussion – motion passes.

5. Reading of Safety and Harassment Policy

6. Introductions & Attendance – Board and resident attendees as above.

7. Approval of Minutes from previous monthly meeting – circulated by email. Motion to approve minutes by Dar Zuch, Second by Keith D'Souza - No discussion – motion passes.

8. Executive Committee Report – No report as did not meet.

9. Finance / HR Committee Report – Met with Sept 21 with external auditors. No changes to committee. Reviewed 2022/2023 and recommended the approval. Board approved Financials on Sept 28th.

10. Communications & IT Committee Report – Worked on ERP system for the council. Website needs work and working on it. Should be complete in next few months. MTC page has started to get more movement on FB. Plans to keep expanding social media and engaging the community.

11. Ops Committee Report

- Lights have been installed. Getting some lights from the zoo for our displays. Gazebo has Trim lights installed. Plan to “light up the tree” event in November at the Inverness Gazebo. Looking to have a three-year plan to have a drive through light display by having community decorate and be involved. This year will be the start of phase 1 by creating an “entrance” to the parade of lights concept with the Commons.

- Flowers/maintenance – all beds were tilled, and annuals were removed after September long weekend before the seasonal workforce left for school.

- Splash Park – has been winterized by Facilities Manager and Touchstone Irrigation and signed off by Chisholm.

12. General Manager Report – 232 accounts to collections vs 309 from last year at this time. We have sent multiple emails, texted, called, and mailed the residents in collections. We are working with anybody who is willing to work with us. We are only allowed to collect one year at a time, we cannot have prepaid years. Recommendation to post as to consequences to what happens when fees are not paid.

- New Facility Coordinator is working diligently to get staffing levels up to the required levels. We are looking at increasing Sunday hours to 8pm as have had a lot of rental inquiries.

- Pumpkin carving night was a great success. Monster Mash dance on October 27th – twice the number of people signed up than last year. DJ is doing event for free which saved us \$500.

- fall programs went up with 18 programs running.

- FB posts regarding glitches with signing up to events – message back to advise them to call in.

- handicap button is not working – GM will look to fix.

13. Motions Submitted in Advance: None

14. Other Business: - AGM – doors shut at 7pm sharp. Certain things should not be raised at AGM and should be raised at board meetings so should be kept on track. AGM is open to members in good standing. Credentials will need to be checked. We have 15 proxies from residents right now. Quorum is 50. Shauna Sanheim is willing to be scrutineer for the AGM.

15. Comments from visiting members: - all visitors are interested in helping the community and joining the board.

16. Next Meeting Dates: AGM on October 18th, 2023, 7PM

17. Adjournment: Motion to adjourn. 7:20PM