

Desert Cove Homeowners Association

Executive Meeting Minutes Tuesday, July 17, 2024 @ 7:00 pm Recreation Centre

ATTENDEES:

President: Marilyn Richardson
Vice President: Rhonda Van Lent
Treasurer: Cecile Zandbergen
Secretary: Linda Hill
Data Management Director: Tracy Cox
Social Director: Kathy Burwell
Welcome Director: Shaunie Wood
Recreation Director: Laurie French
Director at Large: Mary Mate
Director at Large: Monica McDonald

Quorum verified:

Meeting started: 7:02

1. **MOTION** to accept the July Agenda as emailed July 16
MOVED: Monica SECONDED: Kathy CARRIED
2. **MOTION:** to accept the June Minutes as emailed July.
MOVED: KATHY SECONDED: RHONDA CARRIED

3. CORRESPONDENCE:

One suggestion about buying a shuffle board for the hall to replace where piano was located. I answered that as it was a common area it would not be available due to scheduling. One password and one Email news to our email.

4. DIRECTORS REPORTS:

4.1. President:

ACTION: MARILYN to let Management know that after the election takes place there may be an opportunity to purchase their tables at a reduced rate.

CLOSED: MARILYN contacted Ray and told him we do not want his piano and suggested that he should donate it.

CLOSED: KATHY purchased Ghee butter and oil and three flavors of salt for popcorn machine. Stored in Store room. Popcorn making instructions are now included with the machine.

4.2. Vice President:

CLOSED: TRACY will notify FB when a resident leaves so that they can be removed from their member list. Ongoing Action.

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Ice cream truck came July 12th and turn out was good. Rhonda paid a deposit with understanding that some, or all would be returned, however that was not the case. The board questioned, if turnout was successful, why we would not see a refund.

ACTION: RHONDA to contact Teach and Learn to inquire about deposit refund.

Rhonda created a Power Point presentation for the Canada Day Celebration and helped with Pup Strut and Garage Sale.

Note: Add to next agenda, ongoing updates/communication to members.

4.3. Treasurer:

Pup Strut Event

Expenses	\$84.00
Revenue	\$430.25
Profit	\$346.25

MOTION to accept the June Financial report as emailed July, 2024

MOVED: Cecile

SECONDED: Laurie

CARRIED

Cecile submitted Gaming License for September 9 to November 18.

4.4. Secretary:

OPEN: LINDA to follow-up with Management if they might put in a permanent raised area by the Sani Dump.

4.5. Data Management:

Continued to update documents and data base with new in and outs of residents.

Created and laminated signs for the Defibrillator and popcorn machine.

Created poster, membership list and tickets for the Rock 'n' Horse Dance.

FUN FACTS

Occupied Homes	446	Unoccupied	3
Number of Residents	810	Members Dues Paid	130
Non-Members		Non-Active	
Non-Voting		Tenants	11 (included above)
% of Residents that are paid up Members - 16%			

ACTION: MARILYN will update BC Recycle calendar.

OPEN: MARILYN sent out a survey to all Board members asking their input on the Board Website. Currently compiling results.

OPEN: TRACY created procedures for creating email distribution list for the Board's uses and awaiting proofing from Marilyn.

4.6. Welcome Director:

Made one welcome visit who signed up as a member. Two more visits pending.

New receipt book needed.

ACTION: CECILE will see if she has one to give Shaunie.

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4.7. Recreation Director:

ONGOING: LAURIE continue to search online auctions for tables.

OPEN: LAURIE sold two refurbished older crib boards. Three left. Will continue to sell.

CLOSED: SHAUNIE Test Rite demonstration on the use of Fire Extinguishers took place July 7. 30 - 35 attended. Mary Matus donated water as it as very hot.

NOTE: Need to inform residents next year that there is a \$10.charge for recertification and a \$30 charge for recharging. The demonstration needs to be booked a year ahead.

ACTION: LINDA to check that it is on the Board Calendar for May.

ACTION: LAURIE to book for next year.

4.8. Social:

We had to reschedule the Shabbang Food Truck to September 3rd as they have mechanical issues.

ACTION: KATHY no coordinator has stepped forward for the Halloween Dance so will take it off the Calendar. New Year's Eve Dance still requires a coordinator.

Is a board member required for the Chile Cook-off October 26, Witches Tea October 27 and New Year's Eve Dance December 31?

A request by Kelly Wince to set-up a day for some residents to sell new and used clothing and fashion accessories. Due to the Desert Cove rules this is not allowed so they were informed.

4.9. Director at Large 1: See agenda.

4.10. Director at Large 2:

OPEN: MONICA talked to Responders regarding buying vests to help identify them when responding to a call. They were in agreement. Monica will purchase 10 on Amazon for \$59.99.

MOTION: To purchase 10 reflector vests on Amazon to give to first Responders as a form of identification.

MOVED:

MARY

SECONDED: CECILE

CARRIED

5. UNFINISHED BUSINESS:

5.1. General Meeting: CLOSED

CLOSED: MARILYN made a sign to put on Defibrillator to indicate that if used to please notify the DCHA as the paddles must be replaced.

5.2. Meeting with Management - PENDING:

CLOSED: MARILYN drafted a letter for residents with potential options on the renewal of the Fire Protection Service Agreement and provided it to the board for feedback. The board's feedback was that we can't send the letter out as residents would/could not make a choice on the options as there was no available information to help them make that choice.

OPEN: MARILYN to provide Management with the boards feedback.

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OPEN: MARILYN sent out the list of Regulations to the **BOARD** Members, for their input. Will resend to get better input and then forward results to Management.

5.3. Ways to recognize donations made to DCHA: **CLOSED**

CLOSED: MARILYN talked to Management to indicate that we will not be purchasing Memorial Benches for the Green Space.

CLOSED: MARILYN talked to Jack Schultz regarding Don Wentzel wish to purchase a bench in memory of Jim Horsford that he should deal directly with Management.

5.4. Shuttle bus use: **PENDING**

CLOSED: RHONDA sent out another communication asking if anyone would like to coordinate an event using the shuttle bus. Diana Welt inquired about using it for a Choir Concert in November.

ACTION: KATHY to follow-up with Diana to give her more info.

5.5. Simulated Emergency for Emergency Contact Volunteers: **PENDING**

OPEN: MONICA to be scheduled for the Fall.

Discussion brought up the idea that some of the new responders may seem to lack interest as they are not being called out. It was suggested that as Diana and Clay Fortier usually are the first to be called, that they call one of the new members to accompany them. This will give them experience so they will feel more comfortable should they be called out when Fortier's are away.

ACTION: MONICA to relay this suggestion to Diana and Clay.

5.6. Fire Smart: **CLOSED**

CLOSED: RHONDA sent out communication to DC residents that the FireSmart Grant mentioned in the Fire Smart Presentation should be approached by individuals as it seems grants for communities are not available to us. FireSmart brochures are placed in the RC for information.

5.7. Clean out of old damaged tables: **CLOSED**

CLOSED: MARILYN contacted Management to inform them that Laurie has estimated the cost of table repairs to be at least double the \$100.00 budgeted, so we will not pursue this option.

5.8. Placement of DC Banner in the Hall: **PENDING**

OPEN: BOARD discuss purchase of banner for the Recreation Centre.

5.9. Library chairs: **CLOSED**

CLOSED: MARILYN brown chairs in library have been removed.

5.10. Re-upholster Music Stool: **CLOSED**

CLOSED: KATHY'S sister has recovered the chair but has asked for \$125 to cover the costs for her material and labour.

MOTION: to pay Louise Lowe Campbell \$125. To cover her costs for reupholstering the music chair.

MOVED:

KATHY

SECONDED: SHAUNIE

CARRIED

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Tracy indicated there have been some duplications of printing requests and a misunderstanding of the urgency to complete tasks for event coordinators. The coordinators of any event are responsible to organize all aspects of their event. With sufficient notice, and *through the Social Director*, Tracy will create and print tickets and member lists. Coordinators can request assistance with creating posters but are responsible to do their own posting/communicating.

ONGOING: KATHY will inform event coordinators of the requirements on all future events.

6.3. Viewing the DCHA website on cellphones. PENDING

It was noted that when viewing the Desert Cove website on a cell phone that the information does not display correctly.

ACTION: TRACY to look into fixing this.

6.4. Refundable Issues. PENDING

Due to the heat, the refundable milk containers are causing unpleasant smells in the garages of our volunteers. Mary will continue to post notices and posters to remind residents to rinse out bottles.

ACTION: MARY AND TRACY will print more posters to place on recycle containers at the recreation centre and Mary will send out reminder notices on a regular basis.

7. MEETING ADJOURNED: 9:40 pm. Next meeting date August 20th

Announcements:

- Marilyn - August 23 - 26, 1st week of September
- Rhonda - August 8 - 12
- Cecile - July 25 - 30, September 16 - 30
- Linda - August 15 - 19, September 11 - 14
- Kathy - July 25 - August 6

UPCOMING TICKET SALES VOLUNTEERS

Event	Date	50/50	Task	Date	Time	Board
Rocking Horse Dance	July 20	Kathy	Tickets	July 5 & 6	10:30 - 12, 11:00 - 12	Laurie, Denise
Show and shine	Aug 24	N/A	N/A			
Wine Tasting	Sept?					
Chili Cook-off	Oct 26	Rhonda	Tickets	October 4 October 5	10:30 - 12:00 10:30 - 11:30	Rhonda Linda
Halloween Dance	TBA					
Witches Tea	Oct 27		Tickets			
Christmas Dinner	Dec 7 and 8					
New Years Eve	Dec 31					