

Desert Cove Homeowners Association

Executive Meeting Minutes

Tuesday, August 20, 2024 @ 7:00 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

Director at Large: Monica McDonald

Director at Large: Mary Mate

Away: Recreation Director: Laurie French

Quorum met.

Meeting started: 6:58

1. **MOTION** to accept the August Agenda as emailed August 14, 2024

MOVED: Monica

SECONDED: Mary

CARRIED

2. **MOTION:** to accept the July Minutes as emailed 26 July. 2024

MOVED: Rhonda

SECONDED: Cecile

CARRIED

3. **Correspondence:**

- Two letters regarding Emergency Response issues. Answered
- Picture request of Lynza Henke in Ice Cream Truck. Forwarded
- Two inquiries regarding Fire Protection Agreement. Answered
- Concern on Drone activity.

ACTION LINDA: to verify what regulations are and forward to Marilyn and email concern.

4. **Directors Reports**

4.1. **President:**

- **OPEN MARILYN:** to let Management know that after the election takes place here there may be an opportunity to purchase the tables they use at a reduced rate.

4.2. **Vice President:**

- Rhonda dropped off a card to the Teach and Learn store after the death of their daughter Lynza Henke who served us in the Ice Cream truck a few times. Also sent a picture of her in the truck to her aunt.
- **CLOSED: RHONDA** to contact Teach and Learn to see about deposit refund. We will not be requesting a refund but when we book next year we will be questioning deposit request.

4.3. **Treasurer:**

MOTION to accept the July Financial report as emailed August 9, 2024

MOVED:

Linda

SECONDED: Kathy

CARRIED

- Gaming approved September 09 – November 18, 2024
- Final Gaming Report Submitted August 4 for May 4 – July 20th
- Last DC news email request for Dues will be posted August 28th.

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EVENT	EXPENSES	REVENUE	PROFIT
Bocce Tournament	675.57	725.00	49.53
Canada Day	1186.38	2676.00	1489.19
Rocking Horse Dance	800.00	1260.00	460.00

4.4. Secretary:

- **CLOSED LINDA** followed up with Tracy to see if any decision had been made on putting in a permanent raised area by the Sani Dump. Was forwarded to Don and may have been passed on to Ted who might do it when time permits. As this was a personal request from Linda and not a board request it will be removed from the agenda. Was meant for Board information only.

4.5. Data Management

- Tracy and Marilyn created a second contact link on the CONTACT website page so that people can either contact the DCHA or Management directly from there. Also added a "Who to call" file.

FUN FACTS

Occupied Homes	442	Unoccupied	7
Number of Residents	808	Members Dues Paid	452
Non-Members		Non-Active	
Non-Voting		Tenants	11 (included above)
Homes for Sale	19		
% of Residents that are Paid up Members			56%

- **CLOSED MARILYN** updated Recycle calendar.
- **CLOSED MARILYN** compiled results from survey to Board Members regarding use of Website and has made some changes to reflect the results.
- **OPEN TRACY:** Created procedures for creating email distribution list for the Board's uses and awaiting proofing from Marilyn.

4.6. Welcome Director:

- **CLOSED CECILE:** A 3-copy receipt book was purchased for Shaunie.
- Shaunie made two visits and received 4 memberships
- There appears to be two couples who say they are members but have only paid last years dues. Gary and Deborah Czajkowski and Sandra Buchan and Kevin Isaksen
- **ACTION: TRACY / CECILE** will look into the records to confirm what was received.
- **ACTION: SHAUNIE** to speak to couples if additional money is required.

4.7. Recreation Director:

- **OPEN LAURIE:** 3 crib boards left. Will give one or possibly all at the Crib Tournament if not sold beforehand.
- **CLOSED LINDA** Fire Extinguisher demo is on the Board Calendar for May.
- **OPEN: LAURIE** waiting reply form Test Rite for dates for next year fire demo.

4.8. Social.

Aug 25	Widows BBQ
Sept 14	Guy Schmirler Musical Evening
Sept 21	Apero 2GO Food Truck
Sept 29	Crib Tournament
Oct 5	Wine Tasting
Pet First Aid cancelled due to low enrolment	

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Bridge Club is no longer meeting in hall.

Witches Tea practice Sept 19 to Oct 27 every Thurs and Sunday

4.9. Director at Large 1:

- Awaiting magnets for three name tags.
- Refundable volunteers have been very busy. This month volunteers have been going to town almost every day.
- **ACTION MARY:** to contact volunteers to get feed back on a one-day bottle drive.
- **ACTION DEFFERED:** Should we increase their honorarium. Presently getting \$100.00 for approx. 240 km a month.

4.10. Director at Large 2:

- **CLOSED MONICA.** Monica purchased 10 reflector vests on Amazon for 59.99 and gave them to the volunteers who were very excited.

5. UNFINISHED BUSINESS:

5.1. Meeting with Management (April)– PENDING

- **CLOSED Marilyn** relayed to Management that Board did not have enough information to make an informed decision about the approach we should take on the Fire Protection Service Agreement with the OKIB
- Management put out a notice to all residents that they would pay on a monthly basis until movement was made on terms of the prior agreement. To date no reply has been received from the OKIB.
- **OPEN MARILYN:** The board still needs to discuss the survey results on Enforcing Management's Rules and Regulations before it goes to Management. Will discuss with new Board.

5.2. Shuttle bus use: PENDING

- **CLOSED: KATHY** spoke to Dianne about cost of using shuttle bus for a choir trip request for Nov. and she felt it would be too costly.
- Due to no one coming forward to schedule the bus, it was felt that continuing to maintain it is a Management concern.
- **ACTION: MARILYN** to speak to Management that it is not being used by the residents due to the cost and that future use is not likely. Keeping it maintained and insured is their decision.

5.3. Simulated Emergency for Emergency Contact Volunteers: PENDING

- **CLOSED: MONICA** relayed the suggestion to Diana and Clay that they call out a new member to shadow them and they agreed. Carmel Hopkins has taken her name off the Contact List.
- **OPEN: MONICA** Simulation is scheduled for September 26 at 6:30.
- **ACTION: TRACY** to update emergency list and post it on website and send copy to Linda
- **ACTION: LINDA** to send out the new list to all residents then follow up with Kurtis (Facebook) and state that he should not post the list but post the link to the website as it will give Facebook subscribers the latest updated version.

5.4. Placement of DC Banner in the Hall. **DEFFERED for new Board**

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

5.5. Private Party Guide Lines: PENDING

- **OPEN: Marilyn** worked with Don to create the Private Party Guidelines. Yet to be communicated.

5.6. Set up of Evacuation Siren: **DEFFERED for new Board**

- A new siren was purchased by Management and has been installed.
- **OPEN: BOARD** It is now up to the Board to arrange testing etc. of the new siren.

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5.7. Board Positions coming up for election in September: CLOSED

- **CLOSED: Rhonda and Linda** contacted people to see if they would let their name stand for the open positions.
- Rhonda is nominated and has accepted
- Cecile and Shaunie will seek re-election.
- John Bishop and Witold Wince have been nominated and accepted

5.8. DCHA Event printing, website viewing with cellphones. CLOSED

- **CLOSED: KATHY** to relay the organization requirements and the time line for printing, to event coordinators is ongoing.
- **CLOSED: TRACY** fixed the problem for cell phone viewing on our website.

5.9. Refundable Issues. CLOSED

- **CLOSED: MARY AND TRACY** will print and put out more signs and send out reminder notices on a regular basis.

6. NEW BUSINESS

6.1. AGM will take place September 17th. PENDING

ACTION: BOARD Director reports are to be in to Marilyn by September 5

ACTION: LINDA will send out yearly Action List and Directors are to create a short report using extra actions above job descriptions.

ACTION: LINDA to send out notices and documentation in timely manner.

ACTION: LINDA to send out ad JOB task list to the Board members to fill out

ACTION: MARILYN to send out last years reports to Board members as a reference.

NOTE: Counters need to go from front to back and indicate to rows as they pass to lower cards. Two counters are needed to do two sides of the hall.

6.2. Ways to communicate ongoing updates to residents: DEFERRED for new Board.

6.3. Upcoming Events Schedule: CLOSED

Tracy asked if Kathy could send her the event updates. This will be an ongoing action between the two, so will be removed from the agenda.

6.4. O'Keefe Ranch request: PENDING

We received a letter asking if we would write a letter of recommendation that would allow the Ranch to obtain a grant. It was decided that we could not do this without agreement from the DCHA membership. As the deadline fell before the AGM it was decided that we could not do it.

ACTION: LINDA to write a letter stating we could not write a recommendation letter for their grant submission at this time.

6.5. UPCOMING TICKET SALES VOLUNTEERS

Event	Date	50/50	Task	Date	Time	Board
Show and shine	Aug 24					Rhonda
Wine Tasting	Oct 5		Tickets	Sept 20 / Sept 21	10:30 – 12:00 / 10:30 – 11:30	Kathy / Rhonda
Chili cook-off	Oct 26	Rhonda	Tickets	Oct 4/ Oct 5	10:30 – 12:00/10:30 – 11:30	Linda / Rhonda
Witches Tea	Oct 27					
Christmas Dinner	Dec 7 and 8					
New Years Eve	Dec 31					

Announcements

- Marilyn August 23-26
- Cecile away July 25 – 30, Sept 16-30
- Kathy Away July 25-August 6
- Rhonda Aug 8 – 12
- Linda Away August 15 – 19, Sept 11 – 14

7. MEETING ADJOURNED: 9:45