

Desert Cove Homeowners Association

Executive Meeting Minutes Tuesday, June 18, 2024 @ 7:00 pm Recreation Centre

ATTENDEES:

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

ABSENT:

Data Management Director: Tracy Cox
Director at Large: Mary Mate

Quorum verified:

Meeting started: 7:02 pm

1. **MOTION:** to accept the June Agenda as emailed June 6th with additions.

MOVED: Linda SECONDED: Laurie CARRIED

2. **MOTION:** to accept the May Minutes as emailed June 6th.

MOVED: Laurie SECONDED: Linda CARRIED

3. **CORRESPONDENCE:**

Two people emailed to add their names to the Art display, One for Directory code and one with newsletter ad. One request to repost refundable article from newsletter.
Denise asking to use the Drop Box for Puppy Strut.

4. **DIRECTORS REPORTS:**

4.1. President:

The piano in the RC had been donated to a single mom for her young daughter. The community has banded together to have it delivered to her free of charge.

ACTION: MARILYN will contact Ray and tell him we do not want his piano and that he should donate it.

The popcorn trolley was set up and popcorn sold for \$1.00 a bag at the Kitchen Party. Bags were large so cut them down and going forward they will use smaller bags and charge \$1.00.

ACTION: KATHY to purchase ghee butter and oil and three flavors of salt for popcorn machine.

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4.2. Vice President

Met with Kurtis and Nadine from DC Connects. They would like us to work together with them in advertising their page, advertise upcoming events and during Emergency situations. OF NOTE: People can post to the FB page and turn off comments so that nothing can be added to your post. It is hoped that this will stop incorrect comments from being added to posters etc.

Their preferred email is desertcovefb@gmail.com.

Nadine is willing to instruct anyone who needs help.

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

4.3. Treasurer:

CLOSED: found a new cash box for DCHA events on Amazon and given to Social Director. Will keep a running total of sales of popcorn and 50/50 sales at Bingo, Card Bingo, and Bocce.

Marilyn will keep cheque book when Cecile is away.

Cinco de Mayo Event:

Expenses	\$2,524.44
Revenue	\$2,617.00
Profit	92.56 (incl 50/50)

Garage Sale:

Expenses:	\$2,080.12
Revenue:	\$4,446.45
Profit:	\$2,366.33

4.4. MOTION: to accept the May Financial report as emailed June 11, 2024 with correction.

MOVED: Laurie SECONDED: Rhonda CARRIED

Rhonda brought up the cost of the porta potties used during the Garage Sale. She felt that we could get by with just three instead of four.

It was also mentioned that next year with Shirley Peterkins willing to coordinate again, however we need to find a new cook for the hot dog sales.

The Bake Sale revenue was lower than last year and we think the newer residents were not aware of its importance. Next year more advertising is necessary and perhaps a note can be added to the Participants fee notice.

4.5. Secretary:

CLOSED: Linda/Marilyn/Cecile purged DCHA file cabinets.

CLOSED: set up Hearing Screening for DC residents for May.

CLOSED: set-up a new Schedule for another Hearing Test on June 14th.

OPEN: LINDA ask Management if they might put in a permanent lift area by the Sani Dump.

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4.6. Data Management Director:

Created Library Guidelines and printed and laminated posters detailing same.
Created and printed 120 tickets for the Canada Day Dinner.
Updated 4 new residents to data base and advised DCC of 4 residents who have left.

FUN FACTS

Occupied Homes	447	Unoccupied	3
Number of Residents	811	Members	673
Non-Members	64	Non-Active	61
Non-Voting	6	Tenants	11 (included above)
% of Residents that are Members 83%			

ACTION: MARILYN will send out a survey to all Board members asking their input on the Board Website. How it is used etc. so that Tracy and Marilyn can par down the maintenance of certain areas if necessary.

OPEN: TRACY: Create procedures for creating email distribution list for the Board's uses.

4.7. Welcome Director:

Made one Welcome Visit who signed up as a member. Three more visits scheduled.

4.8. Recreation Director:

Put in new bars to hold up the cutting boards in the Craft Room for the quilters.

CLOSED: Has yet to connect with OKIB for Fire Extinguisher demo.

CLOSED: Marilyn followed up with Dan or Maurice about Fire Extinguisher demo by the OKIB.

ACTION: RHONDA/LAURIE: To advertise and sell refinished older crib boards for \$30.00 each.

ACTION: SHAUNIE: to call Test Rite and see if they can and would put on a Fire Extinguisher Demonstration. Sunday afternoon is a good day.

4.9. Social

CLOSED: Contacted person who bought member tickets at Mexican event.

CLOSED: Find out what Rebecca Clements paid the Garage Band to play at Mike and Laurie's birthday party.

CLOSED: Connected with coordinators to purge collection of CDs.

CLOSED: Jacke Palmer will have 50/50 sales at her events.

4.10. Director at Large 1:

Name tags have been ordered.

Refundable volunteers have been organized to end of October.

Will be taking over the running of the Library.

4.11. Director at Large 2: see agenda

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5. UNFINISHED BUSINESS:

5.1. General Meeting: PENDING

CLOSED: Marilyn - created reports, slide presentation and Website Questions for GM.

CLOSED: Tracy added e-transfer information to the Information Form given to new Residents.

OPEN: MONICA: To make a sign to put on the Defibrillator to indicate that if used please call Monica as the paddles must be replaced.

OPEN: MONICA: To talk to Responders regarding buying vests to help identify them when responding to a call.

5.2. Meeting with Management: PENDING:

It would appear that the OKIB are not happy with the fees the RDNO collected on behalf of Lawrence Heights. Negotiations with Desert Cove to put on taxes is now on hold pending that resolution. Management is asking for help and input from the residents on how to proceed as our contact is up September 1st.

ACTION: MARILYN: Will be drafting a notice to present to Don Westgate detailing the options that are available regarding the OKIB Fire Protection Service renewal. Don will then send it out to all residents to ask for their input.

ACTION: MARILYN: will send out the list of Regulations to all **BOARD** Members, that Management has stated in their regulations. We will be asked to prioritize them and come up with suggestions on what should be deleted and what type of consequences might address the rest.

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

5.3. Ways to recognize donations made to DCHA: PENDING

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

OPEN: MARILYN to talk 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

OPEN: RHONDA to redo poster asking if anyone would like to coordinate an event using the shuttle bus. They are to contact Kathy who can walk them through possible charges. No response came in from first notice.

5.5. Simulated Emergency for Emergency Contact Volunteers: PENDING

OPEN: MONICA to work on Emergency Simulation Event by contacting all volunteers and confirm their commitment to the service and stressing the necessity of attending the Simulation.

5.6. FireSmart: PENDING

Rhonda could not find any concrete directions on the \$500.00 grant mentioned in the FireSmart presentation. It was felt that this is an individual area item and therefore we will make no more follow-up.

ACTION: Rhonda to send out communication to DC residents that the FireSmart Grant mentioned in the Fire Smart Presentation should be approached by individuals not our community as a whole. FireSmart brochure will be placed in the RC for information.

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5.7. Clean out of old damaged tables: PENDING

OPEN: MARILYN To contact Management to tell them we can not do table repairs for set amount of \$100.00 each.

OPEN: LAURIE: Continue to search online auctions for tables.

5.8. Head of the Lake Road: CLOSED

Monica has yet to make contact with anyone regarding the problem with Head of the Lake Road. Apparently, a couple of residents have been doing the same and have made more progress than we have. They will keep us in the loop if anything moves forward.

5.9. Board Pictures: CLOSED

CLOSED: Steve inserted Board positions on the frames of the individual pictures.

CLOSED: Person's name was added under their picture.

5.10. Library chairs: PENDING

Management has agreed to get rid of them.

ACTION: MARILYN To talk to Ted about getting rid of library chairs.

5.11. Re-upholster Music Stool: PENDING

OPEN: KATHY has contacted sister who is recovering the chair in fabric. We will pay her \$20-40 for the work.

5.12. Private Party Guide lines: PENDING

Management has indicated that they will not longer charge for hall rental and have clarified the hall use guidelines. If outside guests are invited to a DC event it must end by 6:00 pm. Anything later will require the guests to stay overnight in Desert Cove.

ACTION: MARILYN will send a Draft to Management for their proofing which will then be sent to residents. Kathy will get a copy as well, just in case someone wants to book something now.

5.13. Where will our meeting take place in the future: CLOSED

The Bridge Club has booked the hall for Tuesday night but is on hold. When they start up again, they will use the library on the night when we have a meeting.

CLOSED: Contacted Bridge Coordinator and gave him options for every Third Tuesday of the month to allow Board meetings to be Private.

5.14. Hot Dog and Propane request: PENDING

Ugo has taken an opened package of hotdogs, but no one else holding an upcoming event wants to use them. It was decided to donate them to a soup kitchen or the Upper Room Mission.

ACTION: MONICA to give the hot dogs and buns to a charity.

CLOSED: Contacted Shirley and Denise and then Ugo regarding purchase of left-over hot dogs and buns.

5.15. Request from Fernando (Cinco de Mio Entertainer)

CLOSED: Kathy indicated to Fernando that we would not use his services again this year.

His agent Gary is somewhat persistent and if someone is interested in organizing an event it must at least break even.

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5.16. Management BBQ: PENDING

OPEN: KATHY To approach Management and find out a date when we could provide them with a lunch of sandwiches and squares and the number attending. We would set up in the Craft Room or office.

OPEN: KATHY to look into pricing for trays etc. for the lunch from the Armstrong Legion.

5.17. Set up of Evacuation Siren: PENDING

5.18. Table and chairs in the Library

ACTION: RHONDA: to put notice out that we are looking for a small table and chairs that would fit nicely in the Library. We could then get rid of the brown and green chairs that are damaged.

6. NEW BUSINESS:

6.1. Board Positions coming up for election in September:

President - one year left

Vice President - term ending in September - Rhonda is undecided

Treasurer - term ending in September - will let name stand

Secretary - one year left

Data Management - one year left

Welcome - term ending in September - will let name stand but if someone shows an interest may step down

Recreation - term ending in September - will not seek re-election

Social - one year left

Director at Large 1 - term ending in September - will not seek re-election

Director at Large 2 - one year left

7. MEETING ADJOURNED: 9:20 pm. Next meeting date July 16, 2024.

Announcements:

- Marilyn - away August 23 - 26
- Rhonda - away July 19 - 21, Aug 8 - 12
- Cecile - away June 29 - July 4, Sept 16 - 30
- Linda - away June 27 - July 7
- Kathy - away July 25 - August 6

UPCOMING TICKET SALES VOLUNTEERS

Event	Date	50/50	Task	Date	Time	Board
July 1 Bocce Dinner	July 1	Mary	Tickets	June 14, 15	10:30 - 12, 11:00 - 12	Monica
Rocking Horse Dance	July 20	Kathy	Tickets	July 5, 6	10:30 - 12, 11:00 - 12	Laurie, Denise
Show and shine	Aug 24					
Wine Tasting	Sept?					
Chili Cook-off	Oct 26					
Halloween Dance	TBA					
Witches Tea	Oct 27					
Christmas Dinner	Dec 7 and 8					
New Years Eve	Dec 31					