

MINUTES
SANDYCOVE ACRES HOME OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
Last Meeting of 2017-2018 Term
July 3, 2018

Present were: John Bicknell, President; Sharon Raycraft, Vice-President; Ted Gemmell, Treasurer, Diane Elliott; Alan Leslie; Paul Martel; Linda Morris; Dennis Rodgers, Anne White

Regrets: Pat Porth

Sharon Raycraft acted as Secretary for this meeting during Pat Porth's absence.

MINUTES OF JUNE 5, 2018 MEETING

Accepted as circulated, by motion of **Martel/Elliott**

FINANCIAL REPORT

Report accepted by motion of **Elliott/Raycraft**

SCA Homeowners Association Financial Statement
June 30th, 2018

	<u>Expenses</u>	<u>Income</u>	
Opening Balance			\$ 13,650.91
Membership Fees		\$340.00	
Bicknell – Mailing costs	855.74		
Martel – Stationery	57.40		
Bank fee	4.00		
Total	\$917.14	\$340.00	\$ - 577.14
 Bank Balance 2018/05/31			 \$ 13,073.77
RBC 18 month non-redeemable GIC @1.7% invested Oct. 10/17			\$ 20,000.00
RBC 18 month non-redeemable GIC @2.0% Invested Feb. 7, 2018			\$ 10,000.00
 <u>Total Funds as of 2018/06/30</u>			 <u>\$ 43,073.77</u>

Note: 2018-2019 Fiscal year (May – Jun)

Income	340.00
Expenses	<u>1551.07</u>
	\$ - 1211.07

BILLS FOR PAYMENT

\$50.00 Wayne Whittaker, Audit of Financial Statements

\$38.82 Paul Martel, Canada Day Parade

\$96.05 John Bicknell, Stamps

Approved by motion of **Morris/Elliot**.

CORRESPONDENCE:

There was no new correspondence.

BUSINESS ARISING

Annual General Meeting: The Minutes have been reviewed and corrections to two names have been made. The Directors felt that the Meeting went well and were happy with the number of attendees and proxies.

Legal:

1. AGI Application – Our paralegal has contacted Parkbridge’s paralegal to set up a meeting in which to request the withdrawal of the entire AGI application. Our paralegal requested guidance from Bicknell as to what type of increase we (HOA) would accept should Parkbridge refuse to withdraw the application. As the HOA does not represent the entire community, Bicknell advised our paralegal that should Parkbridge refuse to withdraw, we would have to proceed to the next stage. A list of HOA members was sent to our paralegal on Monday. It was agreed that all Directors would wear our ‘uniforms’ to the AGI Hearing on July 20th, 2018.
2. Water & Sewer Billing – Another ‘deadline’ has come and gone. The matter has now been put in the hands of our paralegal who has advised that the LTB requires proof of payment to form part of the T1 Application. A list of the 39 households involved has been provided to the paralegal and a letter has been sent to all 39 households requesting copies of their water and sewer invoices from March to July inclusive. For those residents who do not have access to a photocopier, they are being advised in the letter that copies can be made at Raycraft’s home at a specific time and date.
3. Previous AGI – With respect to the clause “to be taken in the first year”, Bicknell has contacted Parkbridge with no response. Bicknell has written to the LTB for a written explanation/definition of that clause. Should that answer not be to the residents’ advantage, nothing further will be done. Should that answer be to the residents’ advantage, we will go forward ‘in full force’.

PRESIDENT’S REPORT - None

DIRECTORS’ REPORTS

Gemmell - None

White – Accessibility Committee – There are many outstanding issues, especially with respect to the recreation halls.

Leslie – Total Cable/Nextcom Liaison – Leslie has worked with Total to appease a resident who complained he did not have Channel 20. This has been rectified as far as Total and Leslie are

concerned. Bicknell stated that he had received a call from the resident in question who believes that Total still needs to do something further. Leslie is to contact the resident to sort this out.

Raycraft – Emergency Preparedness – nothing at this time

Raycraft – HOA Bulletin – after the Notice of Hearing was received by residents and subsequent to a posting on Facebook (Sandycove Acres Friends & Neighbours) by Raycraft on behalf of the HOA, subscriptions to the HOA Bulletin increased substantially.

Rodgers – Complaints – Rodgers advised that there are still some outstanding complaints, mostly involving tree trimming and removal and removal of stumps and stump-grindings. He has dealt directly with Rollason on these issues. Rodgers was advised to ensure that complaints handled are from HOA members only by checking with Martel.

Elliot – nothing at this time

Morris – nothing at this time

Martel – Membership –

MONTHLY MEMBERSHIP COUNT

As of July 3, 2018

<u>Date</u>	<u>Registrations</u>	<u>Total to Date</u>
Mar 2018	78	488
Apr 2018	118	505
May 2018	34	528
Jun 2018	33	575
July 2018	62	540

It is very important to keep our numbers accurate with the AGI hearing approaching.

Bicknell stated that upon reviewing the booking of the Wheel for the Health & Wellness Fair to take place on Saturday, November 4th, 2018 only the East Room of the North Wheel is available at this point in time. Should the Chair of the Community Events Committee 2018-2019 wish to approach the club who has the West Room booked and ask for a 'Transfer', that is up to him/her.

Alan Leslie was thanked for his service in the 2017-2018 term.

Adjournment – the meeting adjourned at 7:35 p.m.

MINUTES
SANDYCOVE ACRES HOME OWNERS' ASSOCIATION
BOARD OF DIRECTORS (2018/2019) MEETING
July 3, 2018

Present were: John Bicknell, Diane Elliott, Ted Gemmell, Barrie Johnson, Paul Martel, Linda Morris, Sharon Raycraft, Anne White

Regrets: Pat Porth

Observer: Alan Leslie

EXECUTIVE

President: Nominated by Morris/Raycraft, agreed to nomination, **John Bicknell**

Vice-President: Nominated by Elliot/Rodgers, agreed to nomination, **Sharon Raycraft**

Treasurer: Nominated by Rodgers/Raycraft, agreed to nomination, **Ted Gemmell**

Secretary: Nominated by Raycraft/Morris, agreed to nomination by letter submitted, **Pat Porth**

COMMITTEES/OTHER RESPONSIBILITIES **Note: Changes made per Bicknell's email are reflected below**

Membership director: Paul Martel

Community Relations (including advertising and 'community standards'): John Bicknell chair, Sharon Raycraft, Pat Porth, Paul Martel. Bicknell advised that a process will be used to ensure all notices (flyers/posters/Newsletter/HOABulletin) are inspected to ensure accuracy.

Community Events: Diane Elliot and Anne White Co-chairs, Dennis Rodgers plus non-Board HOA members to be determined

Member Events: Linda Morris chair, Dennis Rodgers

AGI/Legal Committee: John Bicknell, Sharon Raycraft, Linda Morris, Dennis Rodgers

Complaints/Total Cable- Nextcom director: Dennis Rodgers

Civic Affairs: Diane Elliot

Emergency Preparedness Team (EPT): Sharon Raycraft

VON liaison: Pat Porth

Accessibility: Anne White

Newsletter entries: Linda Morris

HOABulletin Editor – Sharon Raycraft

Umbrella Group: John Bicknell, Sharon Raycraft, Ted Gemmell, Paul Martel

NEW BUSINESS

Banking arrangements: No action required, since the executive has not changed.

Corporate report: Bicknell to take care of.

Board Vacancy: The question of advertising to fill the vacancy was discussed and how to deal with the possibility of dealing with 2 (or more applicants). It was decided to make an announcement at the Member Forum on July 29th to see if there is any interest. In the meantime, Directors are asked to think about possible candidates.

Member Forum: Set up will be at 1:00 p.m. It was decided that this will be an “Up-Date” meeting with no other set theme. To be discussed: AGI Hearing results, assignments of leases and lease renewals.

Morris brought up an issue with a resident who had requested his lease be assigned to a purchaser – which request was denied by Parkbridge. More investigation is warranted. Bicknell to create Power Point Presentation for Member Forum on ‘assignment of leases’ in land lease communities.

Umbrella Group Meeting Wednesday, July 11th – Gemmell and Morris to attend. Bicknell will forward address, etc.

Management meeting: Rollason states she is too busy to meet with the HOA this month; however, she has set the following dates for future meetings: August 8, 2018, November 7, 2018, February 6, 2019 and May 8, 2019 – 10:00 a.m.

Rollason stated she is prepared to meet with all Directors if we so wish. It was decided that we would go back to our past format of 4 Directors attending: President, Secretary and 2 different directors at each meeting. The meeting on August 8th will be attended by Bicknell, Porth, Morris and Raycraft.

NEWSLETTER

Update on board responsibilities, Member Forum, ‘new resident information’.

NEW BUSINESS: Morris expressed concern regarding the notice on Channel 20 with respect to a discount being given by Davey Tree for ‘removal and trimming’ of trees. Morris believes that Parkbridge is trying to divest itself of its responsibilities with respect to trees it owns. Bicknell suggested that this could be an ‘option’ for residents who do not want to wait until their tree is reached in the binder for the ‘dead, diseased and damaged’ trees or trimming desired. It was suggested that this could be clarified at the Coffee Chat on Thursday, July 5th.

The meeting adjourned at 9:00 p.m.

NEXT MEETING

Meetings are always the first Tuesday of the month (barring weather emergencies) at 7 p.m. in the northwest room of the Wheel. All directors are expected to attend all meetings if humanly possible. Next meeting: August 7th, 7 p.m.