

PINE MEADOWS HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

WEDNESDAY, October 18, 2017

1. CALL TO ORDER – President, John McKenna, called the meeting to order at 1:06 p.m.

Immediately after the meeting was called to order, Jim Taylor demonstrated how to manoeuvre around Dropbox, ie adding files (reports), naming files, the set up and the path to the information for PMHA in Dropbox.

2. BOARD MEMBERS PRESENT: Sue Anderson, Perry Adams, John McKenna, Shon Sorensen, Joe Piercey, John Campbell, Ken Busch, and Susan Langille

BOARD MEMBERS REGRETS: Mike Hatch and Keith Solomon expressed their regrets.

GUESTS: Jim Taylor was present as a guest.

3. ESTABLISHMENT OF QUORUM: The minimum requirement of 50% + 1 = 6 was fulfilled

4. CONFLICT OF INTEREST DISCLOSURE: There was no conflict of interest.

5. ADDITIONS/CHANGES TO AGENDA:

1.- Jim Taylor made his presentation concerning Dropboxes immediately following the Call to Order of the Meeting

2.- Perry Adams announced that Gary Helmer will no longer be looking after Channels 4 and 5. Perry will confirm with Gary about his plans for his continued involvement with the website and various other committees. To be discussed further at next board meeting.

6. APPROVAL OF AGENDA – October 18, 2017: John Campbell motioned for acceptance of the agenda of October 18, John McKenna seconded. All in favour - motion carried.

7. APPROVAL OF BOARD MEETING MINUTES OF - September 20, 2017: Joe Piercey moved acceptance of the minutes of the board meeting of September 20, Shon Sorensen seconded. All in favour - motion carried.

8. BUSINESS ARISING FROM THE BOARD MINUTES OF - September 20, 2017:

1. - Jim Taylor to discuss Dropbox

Discussion explained above.

2 – Further discussion of Pine Meadows website

John Campbell would like the various committees to give an annual (yearend) report to The Board, providing feedback as to how these committees have done financially and otherwise, in the past year. It was discussed that the committees have a year to use any monies in their coffers and at the end of each year, it could be determined if more monies were required.

Sue Anderson is to ask for annual reports from committees and report back at the next board meeting. Joe Piercey moved that all committees and activities be contacted to forward a yearend report. Shon seconded. All in favour - motion carried

John McKenna feels that all committees should have a direct connection to the board, particularly, the sponsorship committee. Perry Adams would like clarification as to how the sponsorship money is spent and that there should be an amount available for repairs and/or replacement, when necessary

3- Update on Pine Meadows Residents' Contact Network (meeting held 5 October - Shon Sorensen)

Shon felt that there was a respectable turnout – about fifty in attendance, including Jayne from Don Vallery's office. The topic had been discussed at the AGM and information was distributed. There were several questions raised by various residents and discussions, back and forth.

The first of several suggestions was that a siren system be installed in the community, as an early warning, rather than the telephone network. This question was taken back to Don Vallery, whose response was that it was not an option.

The second was the question of "where is the gathering spot?" It was clarified that the centre is not available even though the literature suggested that residents should go there. If there is no power, there is no access to the centre. The meeting place is the wood shop, but how many people can it hold? Also, what can residents expect out of the gathering spot?

Other concerns were that an emergency response is a priority, especially in the winter months. Several other questions and concerns arose: What are the expectations of residents, the generators are for water (not power), the butane burner is not an option in our homes as it requires ventilation and could be misused, the lowest temperature of our basements, even without power in the cold of winter is 50 degrees F, is there emergency lighting in the hallways, the yellow cards should be kept in use, and last but possibly most important, there needs to be an up to date list of emails and phone numbers of all residents, accessible to the Emergency Contact Network Committee members.

This item will be brought forward to the next Board Meeting. In the meantime, there is a meeting scheduled for October 25 to further address some of these issues and request more volunteers.

4- Review swimming pool area signage being placed in areas (Joe Piercey and Sue Anderson)

The new signs concerning the accompaniment of children by an adult resident, have been posted.

It seems that all the signs have disappeared from the door leading into the billiard room as well as the key for the box that contains the swimming pool noodles. Sue Anderson has asked Jayne to have new signs made up and obtain a new key/lock for the noodle compartment.

There was a discussion as to whether a sign on the two 'outside doors' in the pool area should have signage saying **"Emergency Exit Only"**. This item will be discussed at the next board meeting.

5- Update on Groves Foundation information and campaign (Sue Anderson)

A naming opportunity has been offered to Pine Meadows for the Diagnostic Imaging Machine if Pine Meadows meets a \$500,000 goal. There was a donation made of \$250,000 by Pine Meadows residents fourteen years ago. The main target for donations at this time is to any new residents. It was discussed and agreed that Don Vallery and hospital representatives should be responsible for raising funds.

Sue Anderson suggested that 'fun events/activities' to collect funds could be quite feasible and popular. If any board member wishes to assist Sue with any activities, they would be welcome. There will be further discussion at the next board meeting.

6- Further discussion regarding Don Ferrier's letter which was forwarded to all new members following the September 20 PMHA meeting.

No further discussion was required.

7- Further discussion regarding Hearing Impaired transmitters in Grand Hall, (Keith Solomon).

Keith Solomon was unable to attend this meeting, so it was decided that this item be brought forward to the next board meeting.

In the meantime, Keith has scheduled a meeting with a hearing aid consultant for October 20 in the Grand Hall to assess the feasibility of such an application. Perry Adams will also be in attendance.

8- - Establish dates for all Board meetings (usually 3rd Wednesday of each month, excluding Jan, Feb, and Mar).

Secretary to call Barb Cook and book board room for:

Nov 15, Dec 20, Apr 18, May 16, June 20, July 18 Aug 15, Sept 19 (AGM).

John Campbell suggested a meeting time of 1:15 rather than 1:00. This suggestion was moved for acceptance by John Campbell, seconded by Ken Busch. All in favour - motion carried.

10. CORRESPONDENCE:

John Campbell read a letter from the law office representing Ilse Snaith. John is going to ask Don Vallery if the \$1,000 which was left in trust to Pine Meadows, can be used to purchase a bench with a plaque in the name of Ilse Snaith and placed in Pine Meadows. John Campbell made a motion to accept this request, Ken Busch seconded. All in favour - motion carried. John McKenna signed and witnessed the letter.

11. NEW BUSINESS:

1- Remembrance Day program update (Shon Sorensen)

The Remembrance Day service will replace Koffee Klatch on November 8. Coffee will be made available by the board, which will also set up chairs and get the hall ready Tuesday evening at 5:00 p.m.

The Master of Ceremonies will be Linda Austin Webster. The Pine Meadows Choir will be participating. Maurice Staley of 182 Lace Bark Lane will be the Guest Speaker. The Royal Canadian Legion Colour Guard will also be in attendance.

2- Poppy Fund collection in Grand Hall (John McKenna)

The collection for the Poppy Fund started this morning at Koffee Klatch. The goal is to collect enough donations to pay for two wreaths – One in Fergus and one at the cenotaph in Belwood.

John McKenna and Shon Sorensen will lay the two wreaths on behalf of Pine Meadows. Any excess of monies collected, will be donated to the poppy fund and given directly to veterans.

3- Constitution, by-law updates (Sue Anderson, Shon Sorensen and John Hurst)

The bottom line is that everything is completed. Any comments will be available next year. There will be one last look at these updates, with the assistance of Jim Taylor.

Motion to send to printing was made by Shon Sorensen, John Campbell seconded. Perry, Sue and Shon will distribute

4- Residents rights and responsibilities update (Sue Anderson)

Sue Anderson, Shon Sorensen and Perry Adams are going through the necessary changes (half way done) and these updates will be ready to present at the next board meeting. All households will receive a copy of the residents' rights and responsibilities.

5- Privacy issue of names, addresses and telephone numbers of residents available on the internet (Sue Anderson).

It was agreed that there are huge privacy issues involved with having residents' phone numbers and addresses on the website. How can this personal information be protected and kept private? Is it possible to 'block it'? Should there be a change of the password? Should the list be taken off for the time being with a notification that it has been removed for security reasons? All these issues/questions will be brought forward at the next board meeting by Perry Adams and Sue Anderson.

6- Issue of garbage pickup truck(s) exceeding speed limit (Mike Hatch)

A video of the garbage truck speeding has been taken, but we don't know how fast the truck was going. This item will be brought forward to the next board meeting.

7- Placing additional speed limit signs (Mike Hatch)

Because Mike was unable to attend this meeting, this topic has been deferred to the next meeting.

8- Review of repair and replace fund (John Campbell)

The question was raised: How much money is required to effectively operate the PMHA and its committees? Some committees need more money than others if outside Instructors, DJ's, etc are required. Expenditures are approved previously by the board and at AGM.

There was a question as to whether any excess monies could/should go into the legal fund. John reported that there are no excesses right now for the legal fund. We will bring up this question and review it again at the end of the year.

John presented the "Pine Meadows Retirement Community Limited Recreation Centre & Shop" report. We don't know what has to be replaced or when but this list is a guideline as to what is required and who is responsible for replacement/repair of these items. The motion to look at the list and discuss it at the next meeting was made by John Campbell, seconded by Ken Busch. All in favour - motion carried.

9- Additional table tennis purchase review (Sue Anderson)

Sue is not sure if a table is needed or if a staggered schedule would work just as well. She will discuss this matter with Clyde Henry and report back at the next meeting.

10- Flags for Grand Hall stage: Canada and Ontario (all)

We had two flags on the stage at one point. When the new stage with the black curtains was built, the flags disappeared. We don't know where they are or if we have to purchase new ones. Mike Hatch should have all the keys to the storage rooms and will be asked to check to see if the flags are there.

Mike was unable to attend this meeting so Joe Piercey will contact him and this topic will be discussed further at the next meeting.

While discussing the above topic, it was agreed that there should be a list of who has keys and what they are all for. The person(s) who are in possession of master keys, should be limited. Rick Rock is going to be asked if he has this information. This topic will be discussed further at the next meeting.

11- Anonymous letter collection file

It is believed that there is just cause to obtain all letters or photocopies for further analysis – if these letters will be shared by the receivers. John McKenna will follow up with this matter and it will be discussed at the next meeting. .

12- Various committees' financial health

This has already been discussed.

13- Hydro One power outages: 1 zone of the 3, has outages more often (Mike Hatch)

Several questions were raised about this issue: Should we ask Don Vallery to take up this issue with Hydro? Is there any value for residents to contact hydro directly? Do phases/zones have to be upgraded? Which phase does each generator use? Mike Hatch will follow up with this item and report back to us at the next board meeting.

14- Treasurer's Report (John Campbell)

John Campbell presented his Treasurer's Monthly Report for the month of September 2017 and went over it with us explaining the expenditures, income, etc. The report was accepted as presented by John McKenna, seconded by Shon Sorensen. All in favour - motion carried.

There was a discussion about membership fee payments and if there should be a follow up with calling residents about payment of membership fees. John Campbell and Sue Anderson will go through the lists and see who should be called.

15-.A thank you card from Cats Anonymous

John Campbell presented a thank you card that was received from Cats Anonymous for the donation that was made in the amount of \$50 in memory of Marni Honey.

16-.MCRC new members

Joe Piercey presented a list of the new MCRC members. They are as follows: Joe Piercey – Chair; Barry Wood – Secretary; Stewart Bottomley, Jim Taylor, Mike Hatch, Martin Bauer and Fred Dick.

12. NEXT BOARD MEETING: Wednesday, November 15, @ 1:15 p.m. in the Board Room.

13. MOTION TO ADJOURN: Joe Piercey motioned for adjournment of the meeting at 4:40 p.m. Perry Adams seconded. All in favour - motion carried.

Signed by: _____
John McKenna,
President

Susan Langille,
Secretary