

**PINE MEADOWS HOMEOWNERS ASSOCIATION
MINUTES FOR BOARD OF DIRECTORS MEETING
WEDNESDAY, JUNE 19, 2019
AT 1:15 P.M.**

- 1 CALL TO ORDER:** The meeting was called to order by Keith Solomon, President at 1:20 p.m.
- 2 BOARD MEMBERS PRESENT:** Joe Piercey, David Ellis, Perry Adams, Ken Chapman, Keith Solomon, and Susan Langille
 - 2.1 Regrets:** John Campbell, Nicole Bernou and Mike Hatch.
 - 2.2 Guests:** Jim Wingate and Sue Anderson.
 - 2.3 ESTABLISHMENT OF QUORUM**

The minimum requirement is 50% plus 1 = 6. The quorum has been reached.
- 3 CONFLICT OF INTEREST DISCLOSURE:** No conflict of interest.
- 4 ADDITIONS/CHANGES TO AGENDA:** Jim Wingate and Sue Anderson, attended as guests, and began the meeting.

Sue Anderson presented more information concerning the Groves Hospital Foundation and Pine Meadows' target for donations to the foundation. As was mentioned during the May board meeting, Pine Meadows' goal is to raise **\$500,000**. To date, **\$350,000** has been raised. After our May board meeting, Sue met with Lori Arsenault, and was assured that a document can be signed between Pine Meadows and The Groves Hospital Foundation, with a 6-year commitment to raise the remaining **\$150,000**. That amounts to **\$25,000** per year, which seems to be in keeping with our actual donations for the past few years. Sue also reminded us that reaching our goal of **\$500,000**, would secure the naming of the Diagnostic Imaging Suite in the name of Pine Meadows.

The board members agreed that Sue should check with Lori Arsenault to determine who will be responsible for signing this 6-year 'commitment' document and she will inform us of her findings at our July board meeting. (Note: Sue Anderson reported back that she spoke to Lori and we do not have to commit before the September AGM, so this could be a motion to the residents).

Jim Wingate discussed a personal matter with the board, which will require a follow-up letter from our President, Keith Solomon, to Don Vallery.

5 APPROVAL OF THE AGENDA OF BOARD MEETING JUNE 19, 2019: Ken Chapman made the motion to approve the agenda and Joe Piercey seconded. Carried unanimously.

6 APPROVAL OF THE BOARD MEETING MINUTES OF MAY 15, 2019: Joe Piercey made the motion to approve the minutes and Ken Chapman seconded. Carried unanimously.

7 BUSINESS ARISING FROM THE BOARD MEETING MINUTES OF MAY 15, 2019:

7.1 Tabled business

7.1.1 *Timeline to AGM (Joe Piercey):*

The following positions will be vacated in September: President, Vice President, Communications Director, and Secretary. An MCRC candidate will be sought as well, since this position was vacant during the 2018-2019 term.

At the present time, Keith Solomon (President) will take over the Communications position from Perry Adams, and Joe Piercey (Vice-President) will take over the position of President.

Joe has made enquiries of some residents whom he feels would be good candidates for the above positions and encouraged the rest of the board members to do the same.

7.1.2 *Nomination forms (Perry Adams):*

All nominations must be made on the appropriate form, proposed and seconded and sent to Sue Langille, Secretary no later than August 14th. Nominations will not be accepted after that date! These forms will be available from Perry Adams or Sue Langille.

The President's Message in the August Pine Line will announce the Slate of Candidates for the 2019/2020 Board of Directors Elections.

All other forms required for the September 2019 AGM meeting are to be made available at the August Board of Directors' meeting.

7.1.3 *Horizon Scanning Survey (Keith Solomon):*

Keith had nothing new to report this month, however, he did advise the board that the survey will be available in web form in the next couple of weeks.

7.1.4 *Carpet in Change Room Hall (Joe Piercey):*

Joe Piercey made the motion to continue with the use of the carpet(s) in the change room hall as the use of these carpets has been very beneficial.

Seconded by Ken Chapman. Carried unanimously.

8 CORRESPONDENCE

- 8.1** Letter from Marni, Clyde, and Isabella (**Appendix 1 – attached**).

9 NEW BUSINESS

- 9.1** **Report on the Garage Sale (Keith Solomon Appendix 2 - attached)**

- 9.2** **Report on Elora Theatre Show (Joe Piercey):**

The performance by the Elora Theatre Group was well received, with approximately 85 residents in attendance. The idea of having the Board host this event and offer cake, ice cream, coffee and tea was also well received. Deb Stanson spoke to Joe after the show and said that she would like to have the theatre group perform for us again in the future, if possible.

- 9.3** **Supplies for the Secretary (Ken Chapman):**

Ken discussed the need for a laptop/computer being made available to the PMHA Board Secretary. This would be beneficial to the Secretary **and** the Board, as it would be used exclusively for board minutes, agendas, Dropbox, etc.

A price limit of \$500 was suggested but that the purchase be made during a sale period (Black Friday) to get a better deal. Until such time as a laptop can be purchased, there is an old website laptop that can be used. Ken Chapman made the motion to go forward with the purchase of a suitable computer for the incoming secretaries. Seconded by David Ellis. Carried unanimously.

- 9.4** **Gardens at street signs (Keith Solomon):**

Keith Solomon, both as a resident and as a board member, noticed that some street signs are still obscured by plants which have grown too tall in front of the street signs. He has also been notified by residents of this situation.

Residents have also notified Keith about the abundance of weeds in the community flower beds, the poor weed whacking that is being done or lack thereof and the rough way in which the grass is being cut, leaving ridges and grass being torn up. These concerns are to be presented to the office of Don Vallery, Jayne MacKenzie in particular. If proof of these conditions is required, then pictures could be taken and presented to Jayne and/or Don for follow up.

10 DATE OF NEXT BOARD MEETING

The next PMHA Board meeting will be held on Wednesday, July 17, 2019 at 1:15 p.m.

11 MOTION TO ADJOURN: Motion to adjourn the meeting was made at 3:38 p.m. by Perry Adams and seconded by David Ellis. Carried unanimously.

Signed by:

Keith Solomon, President

Susan Langille, Secretary