

PINE MEADOWS HOMEOWNERS ASSOCIATION MINUTES

FOR BOARD OF DIRECTORS MEETING October 18, 2023

1. **CALL TO ORDER:** Avon Giddings, President, called the meeting to order at 1:00 p.m.
2. **BOARD MEMBERS PRESENT:** Heather Hocken, Nancy Cook, Larry Pope, Avon Giddings, Dave Favrin, Andy Keen, Chris Larsen, Chris Rynberk. Mike Stock
 - 2.1.1 **REGRETS:** none
 - 2.1.2 **ESTABLISHMENT OF QUORUM:** The minimum requirement is 50% plus 1 = 6. A quorum was reached.
3. **CONFLICTS OF INTEREST DISCLOSURE:** No conflicts of interest.
4. **ADDITIONS/CHANGES TO AGENDA:** Drop Box discussion 8.6
5. **APPROVAL OF THE AGENDA FOR THE BOARD MEETING June 21, 2023:** All in favour.
6. **APPROVAL OF BOARD MEETING MINUTES OF MAY 17, 2023: Board motion to approve September 20/23 minutes was made and seconded. Carried**
7. **BUSINESS ARISING FROM THE BOARD MEETING MINUTES OF September 20, 2023**

7.1 **Consent to Act Form:** signed by all directors at this meeting; this form is to be attached to September 20/23 minutes.

7.2. All board members reported that they had no feedback from residents re the posting of the Annual Meeting Minutes and the president's message posted on PMHA website.

7.3 Avon Giddings, president, will remind residents in his November message in Pine Line to shred any hard copies of Pine

Line and address lists when disposing.

8. **NEW BUSINESS**

8.1 Treasurer's Report

-Perry Adams informed the board that he shares the amount of the web account with Paul Lingen each month.

-Chris Larsen, treasurer, reported that 81% of residents have paid their annual fees.

- Key Deposit for exercise room – there is some money in our account from people who have paid, left the community, and not received a refund. Also, Chris Larsen will reach out to members who have paid their fees but are not using the exercise room.

- Doug Wilson is willing to train people how to use equipment.

- Reminder – only residents may use the equipment room.

-Board motion to approve Treasurer's report was made and seconded. Carried

8.1.1 Questions re Treasurer's Report: Avon Giddings requested the number of residents who paid their fees

8.2 MCRC Report- no report this month

-Security System update: new key fobs will be available to all residents October 24/23. The cost of these will be 49\$ per household plus an additional cost of 200\$ for software. These costs will be added to residents' monthly maintenance fee.

- Dishwasher: usage and replacing of dishwasher was discussed: Chris R will meet with the coordinators of the KRC, Social Committee, Activities, and Building Facilitator to investigate this issue and other issues residents have and report back to PMHA board.

8.3 2023 PROGETS / INITIATIVES DRAFT

PMHA DIRECTION: Avon Giddings introduced this draft and indicated it would be become clear as we progressed through each step.

RESERVE ASSESSMENT AND RESETTING: Avon Giddings will head this committee. The purpose of this committee will be to investigate the background of the reserve and determine if it is still relevant. Members on this committee will be Larry Pope, Chris Larsen and Heather Hocken.

WEBSTE MANAGEMENT: Concerns: a.) keeping it current b) what do our users want. Perry Adams will head a committee to investigate these issues with members Avon Giddings, Chris Rynbert, Chris Larsen and Larry Pope.

EMERGENCY CONTACT NETWORK REVIEW: Concerns: a revamping of our standing network. Committee to investigate this issue will be headed by Chris Rynbert with members Linda Bell, Larry Pope, Shon Sorensen and Joe Piercey

Tax Return: investigation of this issue will be headed by Chris Larsen with members Gabi Filce and Joyce Giddings

BYLAWS UPDATE: Heather Hocken will update the spending limit bylaw to reflect the 2500\$ change and the Annual Meeting Quorum bylaw constituting a 25% of paid households.

8.4 MCRC Procedures Review: Issue: what is the correct process / procedure of MCRC, PMHA Board of directors and PMRC for activity ideas and initiative. Subsequent to this meeting we have had a member raise the issue more formally. This will be tabled to the November 2023 board meeting.


8.5 List of Priorities for Activity initiatives – tabled to November board meeting for further discussion.

8.6 Avon Giddings will invite Keith Solomon to a board meeting to instruct the board on Drop Box

9. **AFFINITY EXERCISE:** Purpose: to determine board priorities for the next year. Board members answered 6 questions related to Pine Meadows Community. These answers will be collated by Avon Giddings and used to determine our direction for the next year.
10. **DATE OF NEXT BOARD MEETING:** TUESDAY NOVEMBER 15, 2023 - 1 PM
11. **MOTION TO ADJOURN:** All in favour



President, A Giddings



Secretary, N. Cook