

PINE MEADOWS HOMEOWNERS ASSOCIATION MINUTES FOR BOARD OF DIRECTORS MEETING November 15, 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 **REGRETS:** Perry Adams
 - 2.2 **ESTABLISHMENT OF QUORUM:** The minimum requirement is 50% plus 1 = 6.
A quorum was reached.
3. **CONFLICTS OF INTEREST DISCLOSURE:** Avon Giddings declared a conflict re a Golf Club expenditure
4. **ADDITIONS/CHANGES TO AGENDA:** None
5. **APPROVAL OF THE AGENDA FOR THE BOARD MEETING June 21, 2023:** All in favour.
6. **APPROVAL OF BOARD MEETING MINUTES OF October 18, 2023:** Board motion to approve minutes was made and seconded. Carried
7. **BUSINESS ARISING FROM THE BOARD MEETING MINUTES OF September 20, 2023**
 - 7.1 **Drop Box Training:** K Solomon will assist with this at the December 20 / 23 PMHA board meeting.
 - 7.2 **Projects and Initiatives Update:**
 - a) **PMHA Direction:** All board members are encouraged to email Avon Giddings our thoughts and ideas re the affinity exercise.
 - b) **Reserve Assessment and Resetting:** Avon Giddings stated this has not been completed.
 - c) **Website Management:**
 - Chris Larsen has updated the social picture galleries (2017 to present date).
 - Larry Pope expressed a concern re keeping the process moving forward.
 - Avon Giddings will speak to the three members of the Web Committee regarding more transparency re managing funds and having more PMHA board input re changes to the website.
 - d) **Emergency Contact Network Review:** – Chris Rynberk will review the Pine Meadows contact network.
 - e) **Tax Return:** Chris Larsen has completed the nonprofit organization information return form. This is not a tax return as we are a nonprofit organization. He needs to meet with experts Joyce Giddings and Gabi Filce to discuss the implications and to make sure it's completed correctly.
 - f) **By Law Update:** has been completed. Thank you, Heather Hocken. N Cook, secretary, will send Heather Hocken signed copies of PMHA board minutes of September 20, 2023 and September 20, 2023 annual meeting minutes.

8. **NEW BUSINESS**

8.1 **Treasurer's Report**

- 3 more residents have paid their dues
- Chris Larsen stated that he has modified bank statements to separate the web income from the PMHA statement
- A Golf club request of 300\$ was reduced to 150\$ at a prior board meeting. The Golf club submitted a bill of 171\$ which is over their budgeted allotment. A board motion was made to pay this bill. It was seconded and approved.

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

8.2 **MCRC Report-**

Points of Discussion re role of MCRC:

- the MCRC should have some input to quotes from PMRC
- are we entitled to see a copy of the projected budget and a five-year plan for our development
- should we invite the owner to attend some of our meetings regarding specific issues
- should we invite the owner to discuss our priorities and ask for a budget at this meeting
- Avon Giddings will respond to Sandra Solomon's letter re MCRC role in maintenance cost effectiveness.
- Avon Giddings will meet with Don Vallery and Dana Burdenuk to discuss the above issues.

Board motion to approve the MCRC report was made and seconded. Carried

8.3 **RKC Committee Report to the PMHA Board**

- Chris Rynberk and the committee presented the board with an in-depth report on the state of the kitchen facilities.
- A decision was made that we present this document from the PMHA board to Don Vallery and Dana Burdenuk for their consideration.

8.4 **MCRC and PMRC Replacement Priorities**

Board members present were asked to prioritize the asset and replacement lists the result as follows:

PMHA:

1. sponsor first aid instruction to four residents or as many as can be accommodated.
2. pay for a lockable storage area for barbecue and tanks.

Summary list of other PMHA Priorities

- Replace Card Tables
- Garden shaded bench
- Additional speakers
- Resident photo book
- Membership Cards
- Information Kiosk
- Campfire Windbreak

PMRC: -1. replace tables in hall

Summary list of other PMRC Priorities


- Repair shuffleboard courts
- Gazebo/Pavilion
- Dishwasher
- improvements to waste/recycle handling
- Bocce Ball Courts
- More comfortable chairs in Boardroom
- New bathroom for woodshop
- Repairs to shed foundation and ramp
- New Tiles in men's washroom
- Quieter hand dryers
- Lattice screen around air conditioner
- Garburator

9. **DATE OF NEXT BOARD MEETING:** Wednesday December 20, 2023 - 1 PM

10. **MOTION TO ADJOURN:** All in favour



President, A Giddings



Secretary, N. Cook