

**PINE MEADOWS HOMEOWNERS ASSOCIATION MINUTES
FOR BOARD OF DIRECTORS MEETING May 15, 2024**

1. **CALL TO ORDER:** Chris Rynberk, Chair, called the meeting to order at 1:00 p.m.
2. **BOARD MEMBERS PRESENT:** Nancy Cook, Larry Pope, Dave Favrin, Andy Keen
Chris Larsen, Perry Adams, Heather Hocken, Linda Bell
 - 2.1 **REGRETS:** Mike Stock
 - 2.2 **ESTABLISHMENT OF QUORUM:** The minimum requirement is 50% plus 1 = 6.
A quorum was reached.
3. **CONFLICTS OF INTEREST DISCLOSURE:** None
4. **ADDITIONS/CHANGES TO AGENDA:** Death of a resident protocol update / resignation of President Avon Giddings /Chris Rynberk's meeting with Dana Burdenuk
 - 4.1 **Guests:** Dana Burdenuk, Don Vallery, (Ted White observation only)

Guest Presentation Items:

- Installation of new humidifier May 27, 2024 / notification will go out to community re pool closure.
 - Pool and hall to pool will be closed approximately 1 week during the installation and hot tub will be drained.
 - No final cost currently re humidifier.
 - Grease trap in kitchen will be replaced – Dana is getting quotes at this time.
 - Emergency lights will be installed in bathrooms.
 - Electrical outlets in kitchen should work - kitchen committee has been advised to educate users.
 - Dana Burdenuk and Nicole Bernou will put information in the June Pine Line to educate the community on the use of the new commercial sink sprayer.
 - Faucets in showers are being retrofitted one at a time.
 - Holes in washroom floors have been added to maintenance list for repair.
 - Chris R will invite Dana and Don to a board meeting in October 2024.
- 4.2 **A board motion to accept the resignation of Avon Giddings was made and seconded. Carried.
A board motion was made to allow Chris Rynberk to take on the role of Chair until the annual meeting in September 2024. Seconded and carried.**
 - 4.3 **Additions to the Agenda:**
 - Chris Rynberk met with Dana Burdenuk to discuss a new board table and chairs. This is in the works.
 - Chris Ryberk was also informed by Dana Burdenuk that Board directors sometimes approach her with ideas and suggestions. She prefers that not to happen. Rather, she would like them to come to her via a Board decision or from the Chair.
 - Death of a Resident update: paid PMHA members will have a donation made in their name. Chris Larsen will supply Perry Adams with a list of paid members for this purpose. All members will be recognized i.e. flag lowered, written announcement in foyer of community centre.
 - See 4.2 above re resignation of president.

5. **APPROVAL OF THE AGENDA FOR THE BOARD MEETING May 15, 2024. All in favour.**
6. **APPROVAL OF BOARD MEETING MINUTES OF April 17, 2024. A board motion to approve the minutes was made and seconded. Carried.**
7. **BUSINESS ARISING FROM THE BOARD MEETING MINUTES APRIL 17, 2024**
 - 7.1. Drop Box Training/ Archivist Update – no updates. Chris Rynberk will put a notice in this month's Pine Line re volunteers for the archivist position.

- 7.2 Reserve Assessment and Resetting: No update.
- 7.3 Website Management: to be updated June 2024 board meeting.
- 7.4 Emergency Contact Network Review: ongoing
- 7.5 Tax Return Update: none
- 7.6 Pool Hours Update Suggestions: to be finalized at a future board meeting
- a. women's volleyball times pending
 - b. children's hours 2:30 to 5 / 6:30 to 7:30
 - c. adults welcome during children's hours

8. **NEW BUSINESS**

8.1 **Treasurer's Report**

- Interest of 1017\$ from GIC's for April 2024.
- Directors' insurance has been paid.
- Chris Larsen will work at reducing the 2024/25 projected budget. He will report back at the June 2024 Board Meeting.

A board motion to approve Treasurer's Report for April 2024 was made and seconded. Carried.

8.2 **MCRC Report**: no questions.

- Final payment for AC unit in grand hall \$17,817.50 causing a deficit per household of \$12.32.
- Maintenance costs are down in each area from April 2023 costs.
- Costs of Datron humidifier and installation are still to be announced.

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

8.3 **Resident Survey Discussion and Approval**

Larry Pope made a motion to place the project cover letter in all residents' internal mailboxes. The letter will include an invitation to a residents' information meeting to explain the three projects. This meeting will be held on Wednesday May 29, 2024 at 2 pm. Seconded Andy Keen. Carried.

Andy Keen made a motion to add a line to the survey to include a fourth option. **None of the above.** Seconded Dave Favrin. Carried.

8.4 **Sound Quality in Grand Hall**

Perry Adams reported that Paul Lingen will go ahead with a professional assessment of the sound quality in the Grand Hall. The cost will be 1000\$.


Chris Larsen announced that the Social Committee will donate 1/3 of the cost.

8.5 **Nominating Committee**: Heather Hocken will forward starting dates of board members' terms.

9. **DATE OF NEXT BOARD MEETING: Wednesday, June 19, 2024 - 1 PM**

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


Chair: Chris Rynberk


Secretary, N. Cook