

CPCA Board Meeting August 31, 2014, Littke Residence 9:30 a.m.

Members Present; Glenn Baumbach, Valerie Bracken, Garry Gray, Carleen Hamdon, Kevin Hughes, Mike Lelek, Bruce Littke, Brett Lomore, , Jim Waddell

Members Absent; Bonnie Semeschuk, Paul Roggeman

Garry called the meeting to order

No treasurer's Report, as Bonnie absent

Minutes of 2014 AGM were circulated to board for approval and have been posted on website

Past President's orientation, overview for Directors

- Garry relayed how board meetings will be conducted
- Confidentiality of emails required from board members, no spouses may respond to emails on behalf of a board member
- Garry received confirmation from five new board members that they are registered property owners on title

President, VP 2014/15

- Garry agreed that if there are no candidates for President from the Board, he will stand one more year if some of his duties are redirected and if a VP is selected to mentor and take over for next year.
- Garry called for volunteers for the V.P. position, Glenn Baumbach volunteered
- Bruce nominated Garry Gray as President for 2014/15, seconded by Jim Waddell, Carried
- Bruce nominated Glenn Baumbach as VP for 2014/15, seconded by Mike, Carried

Portfolios

- New directors received information booklet containing CPCA responsibilities and duties and a copy of the CPCA constitution. **Garry requested these items be reviewed prior to next meeting.**

Website Liaison

- Val agreed to take on portfolio of Website liaison, and is to review website for any additional items that could/should be added. Val also expressed an interest by the Columbia Valley Chamber of Commerce to embed their calendar on our website, **she will report to board on these items next meeting.**

- Antispam legislation; Val confirmed that societies are included in this legislation and that as of 2017 the board will need permission from every community member to send out mass emails.
- Due to complexity and security issues of sending mass emails to members, Garry requested adding an agenda item for a future meeting to discuss how the board will deal with mass emails.

Co-ordinator for signage

- Paul and Brett have agreed to be responsible for putting signs out.
- In an attempt to make signage less onerous to CPCA, and to reduce reliance on board, Garry produced a template for a Sandwich board, stating fire restrictions in effect, and the number/website to go to for more information. Garry put forth a motion to purchase one sign, 2 sided (sandwich board) for fire restrictions, Kevin seconded, carried. It was decided this sign will be put out when any restrictions are in effect.
- Garry also suggested having a more general sign made for bear warnings as well. This sign would be put out when first bear is spotted in park, and left out throughout the duration of "bear season". Val agreed to come up with wording for this sign for next meeting.

Collection of Mail

- Bonnie has agreed to collect mail.

Security co-ordinator

- Costs for security have reached almost \$10,000. The Board had previously decided to put guards out on random weekdays due to the amount of non-members using the beach. They are turning away 3-8 families/day. The liability to members is huge. It was suggested by Garry to have Valley Hawk solely responsible for security next summer and Mike suggested looking at security schedule for next summer. It was agreed by the board to discuss this issue throughout the winter to come up with a plan to deal with security for next summer.

Liaison with Rae's

- Garry asked if any other board member would like to take this portfolio on, otherwise he is happy to carry on as liaison with Rae's. Mike suggested keeping Garry on in this role as he did well with it this year, all agreed to have Garry carry on with this role.

Insurance

- The Board has decided it is in the best interest of the community to get competitive pricing on the policy, Ted Heart has agreed to take this on. Quotes will be discussed at the next meeting and a decision needs to be made by January renewal date.

Beach Co-ordinator

- Kevin has agreed to be in charge of the beach for 2014/15 and oversee pump out of outhouse and blow out of sprinkler lines
- Keven stated that the Board has been happy with Kelly Bracken and the boys for the maintenance of the beach for 2014
- Garry related that in the past board members have supplied their own labour for beach maintenance and perhaps it is in the best interest of the community and board to put an amount aside to cover maintenance. Glen suggested contracting out maintenance of beach. **This item will be tabled for a future meeting.**
- Brett volunteered to control sprinkler timer for beach, as there have been problems setting it in the past and it seems to require hands on care.

Constitution

- Bruce motioned that a copy of the original constitution be posted on the website, seconded by Mike, Carried.
- **Action; Carleen to send current copy of constitution to Kathy to post**
- Mike expressed a need to review constitution going forward, it was put forth that it is not economically feasible to have the document changed for a minimal number of items, but if several items require changing, it would be worth looking into. **All members agreed to review document for required changes, and this item will be flagged for future discussion.**

Formalized system for complaints

- Garry requested that a formalized system for complaints be developed with the intent of diverting this ongoing job away from the president between board meetings.
- Discussed using a general email for complaints to which a designated board member could respond to, or a suggestion box.
- **Mike agreed to come up with an initial draft at the next meeting detailing a process of responding to complaints from the member community, with the intent of eliminating time spent by the president on complaints between meetings.**

Dealing with paid/nonpaid members

- Garry suggested dealing with paid community members in a positive fashion by thanking them by name on the website for their contributions to the community. He also suggested other methods for example a placard to be circulated around community thanking members for their support.
- Glen relayed that in past information was received stating if a certain percentage of the community paid dues it is possible to have the government collect for the communities automatically with the property taxes. **Val offered to check with Wendy Booth with regards to this option.**

Outstanding projects

- Shed floor and Shelves; Kevin informed the board that the shed floor has been completed and the shelves will be done before winter.
- Timer cabinet on the exterior of pumphouse should be done by winter, waiting for panel from Ron.

2014/15 Meeting Schedule

- Review and identify high priority projects in the fall
- Get project quotes and partial budgeting in early winter (Dec/Jan)
- Start moving ahead on projects in spring, late winter meeting, (April)
- Discussed holding a spring meeting as well as an AGM in the community, it was decided to hold a spring meeting to get volunteers for projects, and potentially hold AGM on same weekend as BBQ.
- Garry will send out optional dates for next meeting, majority will rule and those unable to attend will hopefully attend by phone.

Caretaker of Keys

- Garry asked Val to be in charge of keys, Val agreed and accepted box with keys and cash.

Other business

- Jim gave BBQ update, will see Bonnie for reimbursement of costs
- Brett suggested the board consider bins for Dogs, defibrillation machine for beach, placards for members and guests cars as an alternative/in addition to beach security, and an auger for the ice pond. Garry spoke to some of these ideas, they have been raised by previous boards and considered but not proceeded upon. Some of these ideas could be discussed at future meetings.
- Glen questioned whether the playground equipment needs replacing, a discussion ensued and options for fundraising were put forth. Item to be discussed at future meeting.

Meeting adjourned at 11:30 by Garry Gray