

**DEANLEA BEACH ASSOCIATION**  
**Board of Directors Meeting Minutes**

**Thursday, September 1, 2022**

**4:00 – 6:00 pm**

**Members:** Connie Wheeler (Chair), Denessa Cameron (Secretary), Lorrie Locke (Treasurer), John Gordon, Vivian McKeown

**Regrets:** n/a

Item #	Item / Discussion / Decision
1.	<p><b>Welcome/Introductions</b></p> <p>a) Call to Order Called to order at 4:05pm</p> <p>b) Additions to Agenda (see under New Business)</p>
2.	<p><b>Minutes of Previous Meeting(s) – All</b></p> <p>a) Saturday June 1, 2022 – AGM Draft Minutes for review only. Minutes will be ratified at the 2023 AGM.</p>
3.	<p><b>President’s Report – Connie Wheeler</b></p> <p>1. Appointment of Executive Positions</p> <p style="padding-left: 40px;">a. Connie Wheeler (President), Denessa Cameron (Secretary), Lorrie Locke (Treasurer), John Gordon (Appointed VP), and Vivian McKeown (Member-at-Large).</p> <p>2. <b>2022/2023 Work Plan</b></p> <p>Members discussed items/issues put forth via the AGM, previous Board and/or DBA members and they are noted below. Please note this is a “living” list and will built upon as we go:</p> <p style="padding-left: 40px;">a. Call for FoTTSA Volunteer (to be included in News Flash – need volunteer)</p> <p style="padding-left: 40px;">b. Seasonal Maintenance Updates</p> <p style="padding-left: 40px;">c. DBA Website Updates</p> <p style="padding-left: 40px;">d. By-law Task Force (to be included in News Flash – need 1 additional volunteer)</p> <p style="padding-left: 40px;">e. Private Property and Beach Signage</p> <p style="padding-left: 40px;">f. DBA Merchandise</p> <p>Moved John Gordon; Seconded Vivian McKeown; Carried.</p>
4.	<p><b>Treasurer’s Report – Lorrie Locke</b></p> <p>a) <b>2022 Membership Fees:</b> Dues collected as of September 1, 2022 - 185/200 <b>ACTION:</b> DBA Board to support in visiting members for outstanding dues (September 1 thru 5<sup>th</sup>)</p> <p>b) <b>Finance Review:</b> Current firm had reduced 2020 fees, however 2021 fees increased to \$2,900. <b>ACTION:</b> Board is looking for a new firm with reduced costs with a target of \$2,000 mark + HST. <b>UPDATE:</b> New accounting firm has been secured. Many thanks to John Gordon for the excellent recommendation.</p>

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	<p>c) <b>Other:</b> Lorrie noted the following expenses have been paid – Canada Post box, insurance and Tiny taxes, Onsite Computer Web Hosting/Domain, road maintenance/post refresh, Fun Day, GB Hospital Donation, Bookkeeping fee, FoTTSA membership.</p> <p>d) GIC Investment: Consideration to invest surplus back into a GIC (as previously done) was discussed. <b>ACTION:</b> Board to explore alternate financial institutions to allow GIC investment that follows ONCA regulations.</p> <p>Moved Denessa Cameron; Seconded Connie Wheeler; Carried.</p>
5.	<p><b>FoTTSA Report</b></p> <p>a) DBA Representative: Currently Deanlea does not have a volunteer for FoTTSA. The person does not need to be a board member. <b>ACTION:</b> Call for volunteer – request to be included on next Newsflash</p> <p>b) 2022 Water Testing program has ended, all updates have been posted to the DBA website. Thanks to Christine Gaiotto for volunteering her time, once again, to ensure Deanlea was involved in the program.</p> <p>Moved Lorrie Locke; Seconded John Gordon; Carried.</p>
6.	<p><b>Maintenance</b></p> <p>a) <b>Road Maintenance/Fall Refresh/Tree Removal:</b> <b>ACTION:</b></p> <p style="padding-left: 20px;">i) Final posts for replacement and painting will happen in the fall.</p> <p style="padding-left: 20px;">ii) Fall maintenance on footpaths has begun. Mats will be removed where necessary and the placement of all mats will be reviewed prior to next Spring 2023.</p> <p style="padding-left: 20px;">iii) Walkabout to review trees this fall to remove any branches or trees prior to Winter season.</p> <p style="padding-left: 20px;">iv) Potholes to be filled in as needed - Barry Locke will maintain on a case-by-case basis.</p> <p>b) <b>Benches:</b> Due to the number of new benches, there are currently 14 on the beach. In an effort to limit the number, members will now be asked to discuss with Board prior to purchasing. <b>ACTION:</b> Include in New Flash, and also ask for new ideas for memorials.</p> <p>c) <b>Bulletin Board Refresh:</b> <b>ACTION:</b> Denessa Cameron to take on refreshing the bulletin board before the end of October.</p> <p>Moved Vivian McKeown; Seconded Denessa Cameron; Carried.</p>
7.	<p><b>Communications</b></p> <p>a) <b>DBA News Flash:</b> The next News Flash will be sent out by end of September 2022. Items include: Summer wrap-up; benches/request for new ideas; FoTTSA Volunteer; ONCA Task Team – volunteer; Update on entrance, etc.</p>

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	<p><b>b)</b> Distribution Frequency: The Board agreed to align the distribution of the News Flash with Board meetings; however additional communications may be sent, if required.</p> <p>Moved Lorrie Locke; Seconded Vivian McKeown; Carried.</p>
8.	<p><b>2022 Annual Fun Day – Debrief (Roundtable Discussion)</b></p> <ul style="list-style-type: none"> <li>● Keep the same flow for 2023 with the positive engagement – games, treats, 50/50. More volunteers required for planning and onsite. Opportunity to include prizes with the 50/50 (ie. Donated tickets, etc.).</li> <li>● Deanlea Merchandise – Preorder in advance to be distributed at AGM and Fun Day only.</li> <li>● Other: The Board will continue to discuss the feasibility of holding a lunch, as well as the raffle</li> </ul> <p>Moved Connie Wheeler; Seconded John Gordon; Carried.</p>
9.	<p><b>2022 AGM – Debrief (Roundtable Discussion)</b></p> <ul style="list-style-type: none"> <li>● Timing, flow, end of June - maintain for 2023 AGM</li> <li>● Feedback from those in attendance was very positive.</li> </ul> <p>Moved John Gordon; Seconded Denessa Cameron; Carried.</p>
10.	<p><b>Business Arising from Previous Meeting (AGM)</b></p> <p><b>a) Deanlea Blvd. Entrance:</b> Josh and Tony Faria offered their time to complete the project. <b>ACTION:</b> Refurbishment has begun on the entrance signage. <b>UPDATE:</b> The entrance is complete. Many thanks to Josh and his dad, Tony, for doing an amazing job. It looks fabulous!</p> <p><b>b) Meeting with Mike Jones:</b> Immediately following the AGM, Mike Jones asked to meet with the Board. After several attempts to set up a meeting, the member declined to meet. No further action required.</p> <p>Moved Vivian McKeown; Seconded John Gordon; Carried.</p>
11.	<p><b>New Business – Addition to Agenda</b></p> <p><b>a) DBA Website:</b> The Board has agreed to carry out a review of the DBA website, including hosting, functionality and all related costs, with the intent of looking for an opportunity to upgrade the site to a more functional website run by the board. <b>ACTION:</b> Board to review options for upgrading the Deanlea site at next Board meeting</p> <p><b>b) Stop Sign Inquiry (Glen Ave N &amp; Unpaved Road):</b> The Board received a request about the three-way corner (with no stop signs). <b>ACTION:</b> John Gordon will assess the situation and contact Tiny Township for potential further action.</p>

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	<p>c) <b>Deanlea Merchandise:</b> Due to the overwhelming demand, recommendation to include an order link in future New Flash(es) and distribute in 2023 (Beach Clean-up and/or AGM). See notes under Fun Day.</p> <p>d) <b>By-law Review Task Team:</b> In accordance with the Ontario Not-for-Profit Act (ONCA), volunteers are needed to sit on a task team to review the DBA current by-laws and articles. This will include developing a review schedule to ensure all members have an opportunity to review; and approve at the 2023 AGM, prior to submitting to the Province. <b>ACTION:</b> Request for volunteers to be included in next News Flash.</p> <p>e) <b>DBA Garage Sale:</b> There are several items in the DBA shed that are no longer used and could be sold. <b>ACTION:</b> Agreed to incorporate a garage sale in advance of AGM and/or Fun Day to sell items in the DBA shed.</p> <p>Moved Lorrie Locke; Seconded Denessa Cameron; Carried.</p>
12.	<p><b>Next Meeting(s) / Important Dates</b></p> <p>a) 2022/23 Meeting Schedule</p> <p style="padding-left: 40px;">a. Wednesday, November 30<sup>th</sup> @ 7pm.</p> <p style="padding-left: 40px;">b. Spring Dates to be confirmed at next Board meeting.</p> <p>Moved Denessa Cameron; Seconded Vivian McKeown; Carried.</p>
13.	<p><b>Adjournment</b></p> <p>The meeting adjourned at 6:07pm.</p> <p>Moved by Vivian McKeown; Seconded Lorrie Locke; Carried.</p>