

MINUTES
BOARD OF DIRECTORS' MEETING
DEANLEA BEACH ASSOCIATION
July 15, 2017
10:00am-12:00pm
Phil Spademan's Cottage
15 Sunset Drive

Attendees:

Bill Palmer
Lorne Hegstrom
Lorrie Locke
Petra Wolfbeiss
Phillip Spademan
Claudio Renini
John Gordon

Absent:

Linda Phillips
Connie Wheeler

1. Call to order

The Meeting was called to order at 10:15am.

2. Motion to adopt Agenda

Moved by Bill Palmer
Seconded Lorrie Locke
CARRIED

3. Motion to adopt minutes of April 22, 2017

Moved Bill Palmer
Seconded John Gordon
CARRIED

4. **Welcome new Board members**

The Board welcomed new member Lorne Hegstrom. A general overview of roles and responsibilities was provided in addition to general proceedings of and during meetings.

I. Meetings

- Board meetings are run on Robert's Rules
- Frequency of meeting annually is approximately 6-7 meetings, both in person and via teleconference as needed.
- Meeting locations vary depending on availability and size of cottages/homes of Board members.

II. Roles and responsibilities

- General overview of Executive functions (President/Chair, Vice President, Treasurer and Secretary) reviewed.
- Roles and functions of subcommittees reviewed.

III. other – no items added.

5. **Treasurer's report** –*Lorrie Locke*

- Road maintenance undertaken by Loris Gaitto and Stephen Dyce. Stephen Dyce volunteered his time and equipment. Waiting on invoice for materials invoice, anticipated cost to be approximately \$2,000.
- Membership dues continue to be collected, Board members encouraged to undertake walkabout asap as an opportunity to engage membership.
- Each Board member will take on a portion of the community for walkabout. Memberships that are collected to be dropped off to Lorrie Locke.
- Recognize opportunity to collect dues at Fun Day as well.
- On schedule with budget in terms of expenditures, particularly in terms of road maintenance and new sticker order.
- Financial update to be provided at Board meeting following Fun Day.

6. **President's report** – *Phil Spademan*

Phil Spademan advised the Board of recent events and actions arising:

- Loris Gaitto offered to continue with road maintenance. Lorne Hegstrom volunteered to assume lead as Board representative on Road and Property Maintenance Subcommittee and to work with Loris.

- Discussion to ensure key concerns raised by Marjorie Ingrassia are addressed, including: placement of volley ball net/court in consideration of high water levels and consideration of what constitutes an "official dune height". Both issues were addressed at the June AGM. In addition the Spring Newsletter discussed dune health and functions. However, an additional follow up to be undertaken to ensure Marjorie's concerns are addressed satisfactorily.
- Concern regarding recent flooding of roads-recognize unusual rain and water levels this year-drainage will be an issue as water nowhere to go-

7. Matters arising -All

I. Debrief and actions arising from June 24, 2017 Annual General Meeting

- a. General discussion, observations, what worked well, areas for improvement, other.
 - Several Board members received positive feedback on the AGM. Board members agreed that it is important to open AGM proceedings on a positive note and felt Bill's reflections on the vision and beauty of Deanlea as an environment and community very helpful in setting the tone of the meeting. Board members also agreed helpful to hold premeetings in advance of the AGM.
 - The message of transparency and the Board's commitment to open and transparent engagement with the membership well received.
 - Consideration if in the future we have large policy/substantive issues using lcd projector to follow matters being discussed and manage discussions.
 - Good overall Board member engagement during the meeting, which is helpful for the membership in understanding roles and contributions and forming relationships with individual Board members.

Actions item arising from discussion with membership:

- a. FoTSSA Board Volunteer-next steps
Likely that it will be status quo for 2017-specifically pay membership and monitor activity. Further consideration will be given to setting up an informal communication with the FoTTSA Board to keep apprised of matters and key issues.
- b. Communication with contractors.
 - Bill to amend communication sent to new owners of 28/30 Lakeside Drive, and to include need to drive with caution.
 - Petra to share communication to 28/30 Lakeside with Bill.
- c. Bylaws
 - Membership of subcommittee-with Joan Condie stepping down from the Board, Bylaw subcommittee was reviewed. It was felt given the majority of work has been completed, it is not essential to add members of the

subcommittee nor necessarily reconvene the subcommittee as work outstanding is to capture changes and edits from the membership.

- An email blast to be sent to the membership reminding/ encouraging feedback.
- Once all member feedback has been incorporated into the Bylaws and the Board has reviewed, the amended Bylaws will be shared with the membership and for discussion at the 2019 AGM.
- Other- no additional items added

d. Library Box-next steps

- The Little Deanlea Library has been erected. Claudio Renini will create a sign to include recognition the Library was donated by Wendy Madill and Joan Condie.

e. Request to grade beach

- Regular grading of the beach will not be undertaken and the annual cleanup will continue. Grading of beaches on a regular basis has been shown to potentially impact the health of a beach. Many Deanlea members regularly undertake cleanup.

f. Rising water levels

- The issue of rising water levels was raised at the AGM, specifically whether there are actions the DBA can undertake to mitigate the impact. Nature remains the key player and interventions will always be at the mercy of weather and water cycles- is cyclical. Claudio will speak with Franco on researching and providing information on potential, non-intrusive interventions.

g. Placing convex mirrors at crest of Henry's Road

- Issues and concerns regarding placing a convex mirror at the crest of Henry's Road was discussed at the AGM. The Board is considering placing a sign to indicate "drive slow use caution" as well as potentially a sign that indicates "sharp curve".

h. Other:

i. Continuation of Deanlea Beach stickers: While the original intent of the stickers was for the 1970's winter security "walk abouts", the stickers have come to represent a pride in membership and a certain historical comfort in the community of Deanlea. Decision to continue with the stickers.

II. *Marking beach property -all*

- Next steps: Preparing for survey-contractor, surveying etc

Deferred

- III. *Damage deposit-Bill Palmer*
 - Proposed memo to contractors.
 - Discussed under item under item 7.II.b

- IV. *Deanlea Logo- Claudio Renini/all*
 - Review and next steps
 - Claudio continues to develop concepts and will share with the Board for a full review at a future meeting. The proposed logo's will be shared with the membership in advance of the 2019 AGM and for membership approval at this meeting.

- V. *Fun Day Planning-all*
 - a. Review of volunteers to date

 - b. Assignment of responsibilities
 - Volunteers have been assembled:
 1. Food-David Madill and Mark Armstrong
 2. Locke Family set up and clean up lead
 3. Cindy Madill-will do games-Anna and Oldrich also interested
 4. Wendy Spademan will be available on site
 5. Lorne Hegstrom will make himself available
 6. Tommy Krushynski volunteered his time and effort
 7. Anna Cabal will take on prize purchasing
 8. Lorrie Locke to run registration table

Raffle table and silent auction TBD given time to organize.

 - c. Board members roles and responsibilities
See above
 - d. Other-*no new items added.*

- VI. *Insurance/liability for boat ramp-Bill Palmer*
 - a. Status of signs and next steps
 - New signs for Henry's Road ordered and In process-revision with sign company (Midland Sign company) needed.
 - John Gordon to drop in if possible when in Midland-Bill will advise John contact to drop by. Once in hand, Phil volunteered to post.

- VII. *FoTTSA- all*
 - See above under item 7.II.a

- VIII. *Parking on unassumed roads- all*
- Next steps in policy development and communications

Deferred

- IX. *Submission of Directors and Officers Information to Ministry of Consumer Services- Phil Spademan/all*
- Petra Wolfbeiss to look into process.

8. Finalizing 2017 DBA Board of Directors Executive Committee and Subcommittees Working Groups

i Selection of Officers of the Board of Directors-all

- I. President-Phil Spademan*
- II. Vice President-Bill Palmer*
- III. Treasurer-Lorrie Locke*
- IV. Secretary-Petra Wolfbeiss*

ii. Subcommittee Leads and membership:

- 1. Roads and Property Maintenance-Lorne Hegstrom*
- 2. FoTTSA-join board represent DBA and report back and engage board and membership as needed*
- 3. Communications-newsletter-Claudio Renini*
- 4. Fun Day-organize, oversee-TBD*
- 5. Other-no items added*

9. Selection of date and location of next meeting
August 12th-at Lorrie Locke's
Petra will not be able to attend Bill will take minutes

10. Motion to Adjourn-

Moved: John Gordon

Seconded: Claudio Renini

CARRIED

Meeting adjourned at 11:47pm