

## **LRSA Executive Meeting Minutes**

**July 19 , 2022**

Meeting hosted virtually

### **In Attendance:**

Len Rhodes  
Evelyn Dean  
Joanne Clement  
Bob Clement  
Tom Fellows  
Ian Wilcox

### **Agenda and Notes:**

1. Review and approval of June 20th Executive Minutes  
Moved by: Bob  
Seconded by: Len  
Approved.
2. Review of Agenda and Any Additional Items  
Nothing to add.
3. Follow-up Regarding Signage Concerns
  - Tom and Joanne will talk to Brad Vail about a revised north end sign as well as no parking signs.
  - Access to 240 Lakeshore Road North via our road appears to have increased. **Action:** Evelyn will draft a letter inviting the owners to join the LRSA. A draft of the letter will be circulated to the Executive for comment.
  - The issue of 'losing the emergency turn around' at Lot 223 was raised as development of the property is anticipated next year.
  - Large trucks and trailers who use the road will no longer have a turn-around option.
  - New/ additional signage was suggested to hopefully prevent trucks from travelling on the road.
  - **Action:** The Sign Committee will put forward a sign recommendation at the AGM.
  - **Action:** Bob will prune grass and trees in front of exiting signs for improved visibility.

4. Update from Road Maintenance Committee
  - No progress since last meeting.
  - Ian will prepare a committee report for the AGM.
  
5. Update from the Policy/ By-Law Committee ([What is the formal name of this Committee??](#))
  - Val, Tom and Bob have yet to meet.
  - A report will be prepared for the AGM agenda.
  
6. Financial Update
  - Ian and Len explained current efforts to update the Association's financial system.
  - It was suggested that budget categories be defined in such a way that flexibility to move money for unexpected events will be maintained.
  - **Action:** Ian to add a list of definitions.
  - **Action:** Ian and Len will present the new financial tracking system at the AGM.
  - **Action:** Ian to add professional fees to the Annual Maintenance category of eligible expenses.
  - Tom suggested a maximum future capital reserve amount be proposed and approved at the AGM.
  - **Action:** Ian and Len will prepare and present a future capital category maximum as part of the budget presentation at the AGM.
  - Tom asked if we are splitting up the Association's current bank balance among these categories. Ian confirmed that is the intent.
  
7. Draft Budget prepared by Ian and Len
  - Evelyn suggested \$4,000 of our current Association funds be dedicated to the new Annual Maintenance category to enable work to be completed in the first year.
  - **Action:** Ian and Len will propose the allocation of \$4,000 of existing funding to the new Annual Maintenance Fund as part of the budget discussion at the AGM.
  
8. Emergency Plan
  - Putting off to new year
  - Action: Ian add the Emergency Plan as an item under Annual Maintenance category in the next draft budget.

## 9. AGM Preparation

- Saturday, September 10.
- Evelyn will develop a draft agenda.
- Len and Ian will develop financial position report.
- Joanne will once again prepare a Year in Review report.
- Proposed activities will be presented as part of committee reports.
- Ian and Len will present the draft budget.
- Committee Reports: Ian (Road Maintenance), Bob (By-Law/Policy), Joanne (Signs).
- Confirmation of Acts
- Election: Val, Tom and Bob will solicit interest for new Executive Members.
- Evelyn will put package together.
- **Action:** Target **August 15th** for circulation to members.
- **Action: Executive are to have reports to Evelyn by August 8th** so she can consolidate and format.
- Evelyn will consider phone or Zoom-in options.
- Bob and Joanne will host. Given on-going pandemic concerns, masks will be required if indoors and no food or drink will be provided other than what members bring.

## 10. Other

- Bob has contact an insurance lawyer. He confirmed a "Private Road Use at Own Risk" sign would be helpful.
- The Executive agreed to pursue a lawyer's letter to the Association regarding risk and liability.
- The search for a lawyer will start through FOCA and costs are expected to be ~\$1,500.

Meeting adjourned at 8:20 pm.