



Canterbury Common Residents' Association

127 Waterbury Crescent • Port Perry • Ontario • L9L 1S2 • 905-985-5258

Board of Directors Meeting June 19, 2023

Directors: Lou Rocha, Lauren Maher, Carole Johnson, Jim Cushnie, Malcom Ward, John Nesbitt, Dorothy Bull, Phil Egginton, Suzanne Brolley, Susan Allward

Recording Secretary: Carole Johnson

Guest: John Brown

Call to order: A quorum of directors being present, the meeting was declared duly constituted by the President and began at 1:00 p.m.

Motion to approve agenda

Moved by Suzanne Brolley and seconded by Susan Allward

Carried.

Motion to approve minutes of the June 12, 2023 Board Meeting

Moved by Malcolm Ward and seconded by Lauren Maher

Carried.

Motion to approve minutes of the In-Camera meeting of June 12, 2023

Moved by Carole Johnson and seconded by John Nesbitt

Carried.

Motion to approve the Provisional Motions

Moved by Susan Allward and seconded by Suzanne Brolley

Carried.

Business arising

- Lou Rocha met with our lawyer and the Article of Continuance will be finalized for a fee of \$150 and should be completed by the end of the month
- The Register of directors from 2016 to 2022 which hasn't been done for these 6 years will have to be done. The Board secretary has been tasked with this project.

Annual Meeting

Feedback from the annual meeting has been overwhelmingly positive. There are no procedural changes proposed at this time but the members will be asked to vote for the acclaimed directors rather than casting a single vote by the President.

Contact Information – Board members’ contact information was reviewed and approved.

Calendar of Meetings – Lou presented the calendar of proposed board meetings, Special Meetings as well as Town Halls for this year.

Directors’ Orientation

Susan Allward volunteered to be Board Liaison to the Nominations Ad Hoc Committee.

Policies and Guidelines

Committee policies and guidelines will be presented to the board by each Committee Liaison starting with Social and Communications at the July 17th meeting.

Motion to approve the committee Policies and Guidelines.

Moved by Malcolm Ward and seconded by Dorothy Bull

Carried.

Strategic Directions

Next steps – Board Liaisons will take these back to their committees to review and provide their ideas and recommendations to the board.

Leadership Forum

A joint meeting of directors and committee officers was proposed to discuss the issues facing CCRA and to discuss succession planning.

Past Minutes

The board reviewed unfinished business from 2022-2023 and the following items are pending:

- House and Property will develop a policy for tree removal
- Administration is going to schedule a training day for using the defibrillator.
- All committees to submit officers’ names by July 15.
- CTC will attend the July 17 meeting to review mandate.
- All committees requested to prepare a brief description of volunteer roles.
- Board will approve a policy for contacting volunteers.
- Communications will propose a plan for cloud-based backup of office files.
- Board will approve draft descriptions for Committee chairs on July 17.
- New display case deferred to 2024-2025
- A USB Hub will be installed on both TVs.
- Sound Baffling to be installed after auction in September.
- John Nesbitt is working on competitive bids from Rogers and Bell

Urgent Matters

Administration

- Fob system – A question has arisen regarding the procedures to exit the pool area in case of a power outage. This issue has been sent back to the committee to discuss with the vendor and to come up with an alternative to the fob system.

Finance

- As there is some excess cash, Finance is purchasing a cashable GIC until funds are required.

Governance

- The committee will be rewriting the guidelines
- John Nesbitt has received a quote from Bell, there are still questions as to whether or not Sports Channels are included in the package. Are these TV packages necessary or would live streaming suffice.
- Rogers techs to provide answers regarding TV/Internet provider
- Admin and Finance will be involved in final decision on internet provider

House and Property

- 16 Candlelight – Geranium has done some of the grading and the homeowners feel that the retaining wall was never necessary. Geranium still needs to complete final grading.
- Emergency lighting was not functioning on the upper level and need to be assessed.

Municipal Affairs

- Phil will be meeting with the municipality contacts
- Is there anything to be done with mosquitos in the pond.
- The walking trail by the lake is becoming overgrown and needs to be trimmed
- As we are not able to use the \$4,000 Kawartha Conservation grant at this time, the Board agrees that it should be allowed to lapse as we can reapply at such time as our plans are finalized.

Social

- Committee members feel that fundraising is not part of their responsibilities and should be the Board's

Next Meeting

- July 17, 2023 – 1:00 Regular Board Meeting, North Hall, The Centre

Adjournment

- The meeting adjourned without a motion at 3:55 p.m.

Lou Rocha, President

Date

Carole Johnson, Secretary

Date