



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

Draft Minutes of the Board of Directors Meeting for November 21, 2021

Executive Present:

Dave Clark - President
Teresa Nielsen - Vice President
Rob Scantlebury - Treasurer

Directors Present:

Ken Leahy - A Justine Scott - B Petty Wong - C Bill Mitchell - D
Lottie Legros - E Doug Hogg - F Duane Round - G

Executive Not Present

Joanne Boomer – Secretary (with regrets)

Guests:

Brian Lamb - Park Manager

1. President Dave Clark called the meeting to order at 10:01am.
2. **Approval of Agenda - Motion** to approve Agenda by Duane Round, seconded by Justine Scott. **Approved.**
3. **Approval of previous meeting minutes of October 17, 2021. Motion** to approve minutes by Doug Hogg, seconded by Bill Mitchell. **Approved.**
4. **Business arising from Minutes/Old Business**
On-going items from Board Meetings Action Items are below.
 - Dave Clark/Brian Lamb - review of lengths and width of both main recreational vehicle and sleeper units is being done. Brian Lamb has sent information to Dave Clark, who will liaise and review with Brian for their report in January.
 - Paddle Boats purchase - Ken Leahy recommends budget for 2022 be reviewed before deciding on purchase of paddle boats. Cost of average basic paddle boat is \$900.
 - Putting Green - Ken Leahy has researched costs to be \$100 plus taxes and shipping per set of 3 cups and putters. Ken proposes we put in 6 holes making total cost \$300 plus taxes and shipping. Board will look at this further at February 2022 board meeting.
 - Dust suppression options - Duane Round presented, for information purposes, options to reduce dust in our roads, including their risks and advantages. The report was left with Brian Lamb.
 - Board Members and Brian Lamb to read the Rules and Regulations document over the winter to suggest any needed updates for February 2022 board meeting.



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5. **Treasurer's Report** - Reports had been circulated to the board. (copies can be found on the store bulletin board). **Motion** by Robert Scantlebury, seconded by Ken Leahy, to accept the financial statements as presented. **Approved.**

The 2022 Budget was presented by Robert Scantlebury, our Treasurer, who went over the previous years' income and expenses and adjusted, where necessary, for increasing costs. He referred to his full and comprehensive notes. There was extensive discussions and exchanges which are generalized below.

- Petty Wong has not been able to speak to her investment representative about increasing our earnings on our cash investments, as they are currently away
 - Discrepancy between projected expenses and actual expenses was due to delay of work that will be done by Roto Rooter. In addition, Brian Lamb and the maintenance staff have completing tasks on septic system, instead of Roto Rooter who have approved the completed works. This has also resulted in expenses being lower. Roto Rooter will be conducting yearly tests once the trash tanks are installed.
 - We will need to raise money for the social fund to have events in 2022 camping season. Justine Scott would like to include a letter from her informing that donations to social fund can be donated via e-transfer separately from annual fee payments.
 - Proposal to have a part-time administrative position to deal with permits, guest trailer registrations, assisting with general enquiries from campers and other general tasks referred to a future board meeting.
 - Dave Clark suggested that that we start looking at raising our annual contingency fee of \$50 to \$65 or \$75 per lot as capital expenses and on-going replacements will continue to occur as our physical plant ages and wears out. While there are considerable funds earmarked as "restricted", on-going replacements will eat into those "restricted" funds. He suggested a special committee could be formed to look into replacement reserves.
 - The proposed Budget for 2022 is available to shareholders on request.
 - Robert has recommended annual fees be increased by \$100, including contingency fee, **Motion** to approve the Budget for 2022, including an increase of the annual fees by \$100 to \$1,350 per annum for calendar 2022, moved by Duane Round, seconded by Ken Leahy. **Approved.**
6. **Park Manager's Report** - Brian Lamb's report was circulated to the board. Report attached.
- Arborist will be coming to the Park to remove previously-labeled dangerous trees.
7. **Correspondence**
- All emails sent to Joanne Boomer, Secretary to the Board have been answered. Land Owner Transparency Act (LOTA) will be dealt with by Dave Clark and Rob Scantlebury with John Hossack.

Moved by Rob Scantlebury, seconded by Teresa Nielsen that the Board Meeting continue "in camera" at 11:44am. **Approved.** Open Board Meeting reconvened at 12:05 pm for Items 8, 9, 10 and New Business.



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8. **Standing Committee Reports**
 - Nothing new to report from any Committee.
9. **Working Committee Reports**
 - No reports.
10. **Delegate Question/Presentation**
 - No delegates present.
11. **New Business**
 - Staff to be presented with \$50 gift certificates as Christmas recognition. Dave to look after the presentations. **Motion** to approve by Rob Scantlebury, seconded by Lottie Legros. **Approved.**

Meeting adjourned at 12:16pm.

Next meeting will be the January 16, 2022, 10:00 am in the Park at the store.

November 2021 Park Manager's Report

- 1) Roto-Rooter has given the staff the go ahead to perform the yearly field squirt tests of the septic fields. The results will be forwarded to them for inclusion in their yearly report.
- 2) Staff have begun removing problem trees around the park and pruning back corners.
- 3) The work yard cleanup and re-organization has progressed. Ken and Jeff built a fence behind the dumpsters. They were also moved back a bit more from the road.
- 4) Cedar trees that were donated by the new owners at F-10, were placed at the end of E-field. Ken and Jeff planted them. Finished it off nicely.
- 5) The septic trash tank installation has been postponed until Spring.
- 6) The speed bumps have been picked up until next season. Please remember the speed limit in the park is still 5 KMS/HR.
- 7) Materials are on site to begin rebuilding the retaining wall along the beach at Angel Pond.
- 8) Steve Marshall has attended and given estimates on pond work that needs attention (with his excavator). For example, the sand in Angel Pond being brought back up onto the beach.
- 9) The tree removal list with the Arborist is being addressed. Work to begin hopefully in the near future.