



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

Minutes of the Board of Directors Meeting for February 20, 2022

Executive Present:

Dave Clark – President

Rob Scantlebury – Treasurer

Directors Present:

Ken Leahy – A

Justine Scott – B

Petty Wong – C

Bill Mitchell – D

Lottie Legros – E

Duane Round – G

Director Not Present

Joanne Boomer – Secretary

Teresa Nielsen – Vice President

Doug Hogg – F

Guests:

Brian Lamb - Park Manager

Donna-Marie Lamb (C38)

1. President Dave Clark called the meeting to order at 10:01am.
2. **Approval of Agenda - Motion** to approve Agenda by Bill Mitchell, seconded by Ken Leahy. **Approved.**
3. **Approval of previous meeting minutes of January 16, 2022. Motion** to approve minutes by Duane Round, seconded by Justine Scott. **Approved.**
4. **Business arising from Minutes/Old Business**
On-going items from Board Meetings Action Items are below.
 - Dave Clark/Brian Lamb - measurement of recreational vehicles has been posted to website. Need to be added to rules and regulations.
 - New counsel - New counsel with commercial and corporate experience is currently being researched. None found in Parksville who deal with commercial. One has been referred to us from Qualicum who looks like they will be a good fit. There will be further discussions in regards to suitability. Question arose if a notary public could be used, specifically in the care of corporate records which is basically the storage for the transfers of shares however this is not permitted by notary publics.
 - Putting Green (to be in the area in front of the shuffleboard) - Ken Leahy 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. In addition, Ken has asked Brian Lamb if the area of grass can be improved for the putting green, to which Brian agreed.



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

- Badminton Court will be on the other side of the sidewalk beside the shuffleboard. Purchase of equipment, with a maximum spending allowance of \$500 was moved by Ken Leahy and seconded by Robert Scantlebury. **Approved.**
 - Justine Scott is working on putting together information regarding 50/50 and Bingo rules to be sent to Joanne Boomer to be kept for future reference. Project is a work in progress.
 - Brian Lamb - signage for new play equipment in front of store that gives age appropriates and play times for the equipment is on-going.
 - Liability insurance for Board of Directors - Rob Scantlebury - Fees were \$2143 for 2021 have gone up to \$2800 for 2022. This insurance would cover us for \$2 million. There was some discussion in regards to whether the coverage for the Campers Association should be increased to 3 million. Rob will look into the costs associated with increasing the coverage for the Campers Association and send email to Board members when he has some information.
5. **Treasurer's Report** - Robert Scantlebury's reports were circulated to the board. (copies can be found on the store bulletin board). Moved by Robert Scantlebury, seconded by Ken Leahy, to accept the financial statements as presented. **Approved.**
- Revenue from annual fees is coming in now.
 - T4 and WCB annual reporting for 2021 has been completed.
6. **Park Manager's Report** - Brian Lamb's report was circulated to the board. Report attached.
- As stated in report, Errington Tree Service has been scheduled to undertake tree removal at the beginning of March. New playground equipment in front of the store is currently being constructed by staff and hopefully will be done by the end of February.
 - Ken Leahy says he feels the pruning of trees in the park has improved the aesthetic impression of the park.
 - Duane Round asked when the hedges in the wood waste area are scheduled to be trimmed. This will be started in a couple of weeks and was delayed by weather conditions of the winter.
7. **Correspondence**
- All emails sent to Joanne Boomer, Secretary to the Board have been answered.
8. **Standing Committee Reports**
- No reports.
9. **Working Committee Reports**
- No reports.
10. **Delegate Question/Presentation**
- No delegate questions.
11. **New Business**
- SLSCA Store Proposal - Moved by Robert Scantlebury, seconded by Duane Round to lift the SLSCA Store Proposal from the table; and
 - Ratify the email actions of the Board in approving the store opening under the guidance of both Donna-Marie Lamb and Board Liaison, Robert Scantlebury Treasurer; and,



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

- Ratify the email approval of the store opening to crafters/artisans who are willing and able to display without price limit their products for sale, provided the opportunity to participate is broadcast to all owners by the volunteer store manager Donna-Marie Lamb, and provided the participants if greater than 10 are placed on a rotational basis so all can participate; and
- Ratify the exclusion from the Store Proposal at this time any reference or inclusion of the Square Card use by SLSCA, although the exclusion does not preclude the store proponent from acquiring their own Square for the crafter/artisan component only.
Approved.
- Donna-Marie Lamb (C38), will be managing the store on a volunteer basis with the assistance of Board Treasurer, Rob Scantlebury. Plan has been set in place with regards to the opening of the store and to creating a Crafters Corner in the store.
- Store will be open end of June to Sept 3, depending on COVID restrictions.
- An email has been sent to all owners from Donna-Marie to ascertain two things.
 1. Are there teens in the park who are interested in working at the store.
 2. To see if there are any interested artists/crafters who would like to have their creations sold on a commission basis in the Crafters Corner. In addition, the details established, up to this point, of the Crafters Corner will be outlined.
- Rob will visit a boutique with Donna-Marie, whom she is affiliated with, to see the details of how the Square payment system works. Robert will then propose the pros and cons of the Square payment system and its viability in the store to the Board.
- Donna-Marie has also looked into vending machines should we not be able to open the store. Ryan's Vending has passed on the opportunity as the season is too short to be worth their while. Other options are more up to date machines with less maintenance but more expensive and less expensive machines with more expensive maintenance but less cost to buy.
- Board Nominations: Robert Scantlebury, Justine Scott and Bill Mitchell are willing to stand again for another two-year term. Teresa Nielsen and Doug Hogg will be asked at the March Board meeting if they wish to stand again for another two-year term as they were away for this meeting.
- Duane Round inquired if the clubhouse will be opened up. This will depend on COVID restrictions closer to the date of season opening. The gaming machines will have to be checked to see if they are operable and if they need any service. If the clubhouse can be opened, it would take staff 2 days to clean up. COVID restriction and specific mandates will need to be carried out, in order to open up this public space.

Meeting adjourned at 11:04am.

Next meeting will be the March 20, 2022, 10:00am in the park at the store.



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

February 2022 Park Manager's Report

- (1) Errington Tree Services has been selected to undertake the task of our tree removal this year. They will be starting in the beginning of March. A total of 95 trees at 24 different sites/spots have been targeted.
- (2) The lousy weather has delayed a couple of our projects this year, so we have turned our attention to doing our Spring cleanup of the park a bit early.
- (3) The cedar hedge along Main field has been groomed and fertilized.
- (4) Angel pond retaining wall has been started. Anticipating excavator work for the end of February.