

Minutes of the SLOA Annual General Meeting November 25, 2013

Location: Lions Hall, Leitrim

Chair: Sandi Bonini

Board members present: Steve Baumann, Sandi Bonini, Claudia Buttera, Terry Lister, Rima Markunas, Dennis Thomasson, Rob Vastag, Dan Weslake. **Absent:** Lesley Rideout

Residents present: 37 (each residence counts as one even if a couple attended)

1. Approval of Minutes from last AGM: S. Faulkner moved and Mark Seed seconded the approval of the minutes from Mar 5, 2013. 30+ in favour, 1 against, 1 abstention. Passed.
2. 2013 Annual Report: C. Buttera reported on 2013 developments in key amenities. The wading pool was covered pending a decision on future development. SLOA acquired a new, heavy duty pool cover for winter which should enable a faster, more efficient opening in the spring. Both tennis courts were power washed, and the south court repaired and lines repainted. Biological treatment on the lakes was expanded and bubblers operated over 6 months to enhance the treatment. Residents that removed weeds and used minimal fertilizers also help sustain the lakes. Additional plantings and mulching of the gardens kept them attractive. The area where the old sales office had been removed was landscaped. Community events included spring and fall clean-up days and an upcoming Christmas wagon ride. She emphasized that volunteers make this community. Board members are all volunteers. In addition to the volunteer board, volunteers sit on special committees and are active in maintenance and clean up activities. But only 10-15% of residents volunteer each year. We are seeking help with: tennis courts, docks, the rails and posts on the common area cedar rail fences, playground area maintenance (weeding, raking, etc...), walking trails, common area beaches and community events. Several residents spoke up to thank the volunteers for the great work this year. In particular, S. Baumann was cited for the effort invested quality results of the pool operations
3. Design Review: D. Weslake reminded residents that there are deed restrictions and covenants on all properties. All building plans, such as sheds or additions, must be approved by Design Review Committee (currently Dan Weslake, Sandi Bonini and Rima Markunas). Waterfront development must also be approved. Trail easements cannot be constrained and there should be no long-term parking of trailers, motorhomes, etc. While residents breeching the covenants will be notified quickly by letter, he noted that the vast majority of residents abide by the rules. Early email notification of plans enable the Design Review Committee to respond promptly. One resident commented that the Design Review Committee was very helpful in the process.
4. 2013 Financial Report: T. Lister outlined the financial results from 2013 (see Exhibit 1 below). Operating expenses were in line with the budget but there was a revenue shortfall because 10 residents have yet to pay 2013 dues. A sub-committee is pursuing payment. Special and capital project expenditures were also in line with the budget. These special projects included the acquisition of a new bubbler, the installation of the pool cover and the refurbishment of the tennis courts. As planned, funds were taken from the reserve to pay for some of these projects. We normally contribute 10% of total income to the reserve each year. This year, with the special and capital projects, we will not make a contribution. At the end of 2013, reserves stand at about \$87,000. John Lundstom moved the acceptance of the financial report. Ivan L'Heureux seconded. All but one resident voted in favour. That resident abstained. Motion passed. Dave Anderson moved to waive an audit of the financial report. John Lundstom seconded the motion. All but two voted in favour. No abstentions. Motion passed.
T. Lister then presented a 2014 budget (see Exhibit 2 below).

5. Amenities Renewal and Enhancement Committee Report: R. Vastag reported on the activities and recommendations of the Amenities Renewal and Enhancement Committee (AREC). He explained that the mandate was to maintain current, the replacement value of common amenities and assets, to schedule for the replacement/enhancement of amenities/assets, to complete projects, to develop options for the use of common areas and amenities, in accordance with design review and covenants and to explore additional revenue sources as required.

AREC priorities in 2013 were largely driven by safety concerns with secondary attention on design and aesthetics. Immediate action was recommended on the tennis courts as noted earlier. Action on the wading pool was deferred while other options were investigated. Pool fencing needs replacement. It is still functional but does not meet design covenants. It was recommended to defer new fencing for another year. The children's play structure is now the major focus. It has deteriorated due to weather and poses a safety hazard. It was closed November 14, 2013. AREC recommends its replacement in 2014. Initial investigation of options for replacement suggest a required budget of \$20,000 to \$30,000. Further assessment will be undertaken. Also recommended for 2014 is a new bubbler for South Pond at \$3,300 and the re-shingling of the pool house roof at \$7,000. AREC further recommended a fee increase to \$400. The plans for AREC in 2014 also include exploration of Fencing Around Pool and Tennis Courts, Enhancements to the "park" (i.e. seating, landscaping, etc.), Review of Beach Area and the conduct of a Long-Range Financial Forecast / Reserve Fund Study.

Heather Counsell moved to allocate \$30,000 in the 2014 capital budget to be spent on replacement of the children's play structure. Sylvie Faulkner seconded. Discussion initially focused on demographics, questioning whether the community was aging and needed a play structure. Others pointed out that turnover in the community was rejuvenating it. One individual suggested deferring replacement until the long-term plan was completed. D. Weslake noted that SLOA bylaws require the maintenance of amenities. It would take a 90% approval in a referendum to change that requirement. Others noted that well-maintained amenities add to home value. The feasibility of repairing the structure was briefly discussed but it was pointed out that it would cost more to repair than replace. It may be possible to save on installation if residents volunteer to install it. It may also be possible to get some municipal funding. Further volunteers are requested to assist in the project in 2014. The vote was called. 30+ were in favour. 2 against. No abstentions. Passed.

Steve Kelly moved, Steve Bauman seconded the allocation of \$7,000 for the pool house roof. Discussion of the pool house roof focused on whether the estimated costs were reasonable. Bids will be sought. The amount recommended is a top limit. A steel roof was suggested but is considered too expensive. The vote was called. All were in favour except one abstention. Passed.

Dennis Thomasson moved, B. Young seconded the allocation of \$3,300 for the bubbler for South Pond. The requirement for a bubbler versus biological treatment was questioned. It was explained that the bubbler optimizes the impact of the biological treatment. The vote was called. All were in favour. Passed.

J Lundstom moved, S. Faulkner seconded an increase in fees to \$400 annually. The fee increase was discussed. It was noted that a fee of \$400 in 2014 represented an average long term rate increase from the original \$300 that was on par with inflation over the period. One resident suggested indexing to inflation. All except one voted in favour. No abstentions. Passed.

- 6. Board members from 2013 will return in 2014. No nominees from the floor were received. J. Lundstom moved and S. Faulkner seconded the election of 2014 Board. All were in favour. Passed.
- 7. C. Buttera asked for specific volunteers for activities in 2014. Individuals approached after the meeting.
- 8. The winner of the draw (saving the 2014 dues) was 6723 Waterside Court
- 9. Residents were reminded that there would be a wagon ride on December 20th at 6 pm.
- 10. The meeting adjourned at 9:10 pm

Exhibit 1: 2013 Financial Report

| | Budget 2013 | Projected to year end |
|--|-----------------|-----------------------|
| Income | \$50,750 | \$48,945 |
| Operating Expenses | | |
| Insurance, Administration | \$4,830 | \$4,379 |
| Gardens and Landscape | \$13,700 | \$12,572 |
| Pool Operations | \$12,550 | \$10,856 |
| Lake Operations | \$7,900 | \$10,180 |
| Community Events | \$600 | \$576 |
| Repairs and Maintenance (other) | \$600 | \$27 |
| Total Operating Expenses | \$40,180 | \$38,590 |
| Net Income after Operations | \$10,570 | \$10,355 |
| Capital and Special Projects | | |
| Bubbler for Sunset Lake | \$7,000 | \$6,776 |
| Pool Cover | \$2,000 | \$2,127 |
| Dock for Twin Lake | \$1,500 | |
| Wading Pool Refurbishment | \$3,000 | |
| Tennis Court Refurbishment | \$0 | \$4,745 |
| Total Special and Capital Projects | \$13,500 | \$13,647 |
| Net Income after Capital Projects | -\$2,930 | -\$3,292 |

Exhibit 2: Budget for 2014 (including approved fee increase)

| | Budget 2014 |
|---|------------------|
| Income | \$57,400 |
| Operating Expenses | |
| Insurance, Administration | \$4,640 |
| Gardens and Landscape | \$13,300 |
| Pool Operations | \$13,050 |
| Lake Operations | \$13,443 |
| Community Events | \$1,000 |
| Tennis Courts | \$2,000 |
| Repairs and Maintenance (other) | \$2,000 |
| Total Operating Expenses | \$49,433 |
| Net Income after Operations | \$7,967 |
| Special and Capital Projects | |
| Additional bubbler | \$3,300 |
| Pool house roof | \$7,000 |
| Play structure | \$30,000 |
| Total Special and Capital Projects | \$40,300 |
| Net Income after Capital Projects | -\$32,333 |