



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

Minutes of the Board of Directors Meeting for February 19, 2023

Executive Present:

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

Directors Present:

Ken Leahy – A (by ZOOM) Justine Scott – B Petty Wong – C
Bill Mitchell – D Duane Round – G

Directors Absent:

Joanne Boomer – Secretary (with regrets)
Lottie Legros – E (with regrets)
Doug Hogg – F (with regrets)

Guests:

Brian Lamb - Park Manager
Donna-Marie Lamb - Assistant Park Manager
Delegates present -none

1. President Dave Clark called the meeting to order at 10:02 am.
2. **Approval of Agenda – Motion** to approve the Agenda with addition of Delegate Presentation - C15 - Vos, moved Bill Mitchell, seconded by Justine Scott. **Approved.**
3. **Approval of Previous Minutes of Meeting of January 22, 2023. Motion** to approve minutes moved by Petty Wong, seconded by Teresa Nielsen. **Approved.**
4. **Business Arising from Minutes/Old Business**
 - a) **WiFi Installation** - Donna-Marie Lamb reported on her progress with Telus (Jared Roach), who advise that they should have a proposal of costs and timing within the next 2 weeks. At that time, the information will be shared with the Board to understand the timelines offered and expected.
5. **Treasurer’s Report** - Financial Statements were circulated to the board by Treasurer, Rob Scantlebury. (copies can be found on the store bulletin board). Moved by Rob Scantlebury, seconded by Teresa Nielsen, to accept the financial statements as presented. **Approved.**
Year-end accounts are being prepared for delivery to our accountant for the fiscal year-end Financial Review.



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

6. **Park Manager's Report** - Park Manager, Brian Lamb circulated his report to the Board.
Report posted on store bulletin board.
New lighting to be installed in the resort signage before opening of the Park.
Washers and dryers to be installed before opening of the Park.
Smoke detectors have been installed.
The roof on the treatment plant, which is badly deteriorated, will be replaced with yard supplies.
General clean-up around the Park on-going for April opening!
Signage to be placed around the Dog Pond.
Log along the road frontage opposite G40 to be removed at the request of the Section Director.
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**
 - a) Financial Review Committee - Petty Wong presented a revised committee report, which was accepted as presented. She went on to discuss its major recommendation concerning the need for oversight, particularly on-line activities and cheque signing. After more in-depth discussions, Petty Wong moved, seconded by Teresa Nielsen, that a second person, in this instance Justine Scott, provide the desired oversight by reviewing all accounts payable where on-line and cheque payment are made. **Approved.**
 - b) Store Committee - Teresa Nielsen provided a written report outlining how and when the store would be open, plus details on volunteer support (15 to 16 people have offered to volunteer). Her committee (Lottie Legros and Donna-Marie Lamb) will be organizing a thorough clean-up prior to the required health inspection and stocking for a "soft" opening on the May long weekend. Full opening will be June 24 and 25 until Labour Day. Regular weekends will be open Friday and Saturday, with long weekends opening also on Sundays. A cash float is being sought from SLSCA with on-going accounting provided by Lottie Legros. All surpluses will be to the credit of the Social Committee. Moved by Teresa Nielsen, seconded by Duane Round to accept the Store Committee report and presentation. **Approved.**
10. **Delegate Question/Presentation**
 - a) C15 - Vos - Tree Removal: Edie and Richard Vos emailed the Board asking that they be permitted to remove a large cedar, larger than 0.1 metre (4 inches), on their site, at their cost, so as to place a new roof on their sleeping unit without having to move it outside of the tree canopy.



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

The Park Manager has reviewed their request after re-posting the site corners and surveying the siting of the sleeping unit and adjacent koi pond. He has taken photographs of the area, which were supplied to the Board.

He has discussed the tree removal with our arbourist, who advises that this cedar, although quite large, is healthy and in good shape. The arbourist does not recommend the removal of a healthy tree and will not recommend removal in this instance. As a result, the Park Manager, in accordance with Section 6.6, does not approve the removal of the tree on the Vos's site, but he has offered to work with the Vos's to possibly move slightly the sleeping unit and koi pond.

On motion by Duane Round, seconded by Rob Scantlebury, it was moved that the tree in question remain where is and as is, with removal not being permitted. **Approved.** (Minute notation - Teresa Nielsen abstained from the discussion and motion.)

11. New Business

- a) **Updated Rules and Regulations** - President Dave Clark introduced the revised and updated version of the Rules and Regulations. He explained that he and Joanne Boomer had been working on this edition of the R&R's for quite some time and results from their requests of the Board to provide review and input.

The overall aim of the updating was to correct inconsistencies and errors. The main inconsistencies centered around Park Manager versus the old Campground Manager; Park versus Campground and reference to SLS as Resort only; his/hers becomes they/their, and consistent use of License Holder versus Site Owner.

Metric is the predominant form of measurement to 2 places of decimal followed by the old Imperial in brackets (conversion factors are .3048 for linear measurement and .092903 (.3048 x .3048) for area measurement).

While I have left Section 2.01 intact, it is my opinion that this section rightfully belongs in the SLSCA Bylaws, not its R&R's...a point for discussion and input!

Other things include insertion of periods and commas, proper setup of sections with proper headings and sub-sections!

The Preamble was taken from historic documents and advises the reader (our License Holders) of the purpose and dating of this issue of the R&R's!

Sections 3.06 and 6.21 and should reviewed carefully. They result from our Board meeting of October 16, 2022, namely "cost recovery" and "possibility of variances". Doug Hogg offered to prepare these two sections and through collaboration, these sections were slightly modified, but thanks Doug for your input...much appreciated! (Old section 3.4 deleted as it was no longer considered relevant.)



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

In an effort to bring the presentation to a satisfactory conclusion, the President asked all Board members to review the document in its entirety before the next meeting.

He asked that if a member saw an error or wished to make comment about the updated Rules and Regulations, that they put their comments in the form of an email to him, with a copy to the Secretary. It is envisioned that as soon as possible a list of comments, corrections, changes, etc. will be tabulated by the Secretary, for submission to the Board for consideration and comment.

With the Board members having had the opportunity to receive the final comments, the Board will be in a position to ratify this Rules and Regulations, as amended, corrected and changed, at the next Board meeting scheduled for March 19, 2023.

- b) **Nominations:** Dave Clark informed the Board of positions up for election for 2-year terms at our upcoming AGM in May as the position of President, Secretary, Section A Director, Section C Director, Section E Director and Section G Director, or 6 of the 11 positions on the Board.

As Chair of the Nominating Committee, he would be contacting the incumbents to receive their intent and subsequently calling for nominations from all License Holders, in accordance with our established procedures.

12. **Next Meeting:** Sunday, March 19, 2023 in the Park at the store and by ZOOM.
13. **Board Adjourned:** On motion by Teresa Nielsen, the Board meeting adjourned at 11:28 am to continue in camera.
14. **In-Camera Meeting:** The Board reconvened and went in-camera at 11:37 am and adjourned at 11:57 am.
15. **Regular Board Meeting resumed** at 11:58 am.
Motion to approve that Spider Lake Springs Campers Association complete an application for a MasterCard through our credit union, Coastal Community Credit Union, with for a limit of \$5,000, moved by Teresa Nielsen, seconded by Bill Mitchell. **Approved.**

Motion to approve a petty cash advance of \$1,000 to the Store Committee to be used as a cash float for the Spring's store, moved by Teresa Nielsen, seconded by Duane Round. **Approved.**

There being no further business for the good of Spider Lake Springs Campers Association, **Motion** to adjourn at 11:59 am by Petty Wong.