

Lakes at Rocky Ridge Homeowners Association
Board Meeting Minutes
May 8, 2023
11:30 A.M.
Lake Club Theatre

Present: Amber, Brenda, Haley, Darryl, Winnie

Absent: Rod

1. Call to order: 11:30 am
2. Agenda additions and approval: - Move, Seconded and Carried
3. Approval of Minutes of last meeting, March 20, 2023 – Move, Seconded and Carried
4. President's Report
 - a) Nothing new to report
5. Treasurer's Report
 - a) Financials continue to remain in good standing
6. Old Business
 - a) Lookout and park benches – Custom Park & Leisure Ltd will replace 4 wooden benches with composite (Gazebo and Overlook areas) and add two new benches (tennis court and top of hill). Quote covers removal, purchase of benches and installation. \$10,200 + GST. Motion to proceed, Move, Seconded and Carried. Winnie to contact Alex to get final confirmation with City before proceeding.
 - a) Request for pruning the trees at the waterfall – Waiting for more foliage to fill in the area before resubmitting request to city. Want to provide evidence that the foliage blocks views of the waterfall and also hides transients.
 - b) Request for more outdoor signage directing members to the Lake Club – Board agreed to no longer pursue this venture. Having difficulty getting agreement from the city to add signs by the roadway. Will continue with mail drops for advertising.
 - c) Video surveillance system upgrade – Work is completed
 - d) Sorting out keys – Spreadsheet indicating keys and owners is complete. List was reviewed and Branka to provide new keys to those indicated as NEEDED and request keys back from those who no longer live in the community.
 - e) Security of Lake Club and code words – System has been developed and Haley to roll out to Manors staff. Amber to write policy and provide to the Manors
 - f) New communication protocols for cleaning contractor - Cleaning contract has been reviewed and accepted as it stands. No further action required at this time

- g) Replacing soap dispensers - still ongoing, Branka reviewing quotes, no further action is required at this time.
- h) Feedback to Branka – Amber is holding Monthly meetings with Branka, 1 week before HOA board meetings.
- i) Broken Glass in games room – Glass has been replaced with tempered glass. Individuals responsible for damage have been notified to compensate and have agreed to pay.
- j) Monitoring the use and noise levels of the Games Rooms – No new concerns. No further action is required.
- k) Dealing with maintenance requests in the activity room over weekends
 - a) Keys to breaker/maintenance room will be provided to Lake Club Manager
 - b) Branka to revise rental contract to indicate electrical service is limited
- l) Planning the next AGM – Tentatively scheduled for August. Alex to book church. Make sure Darryl (Manors) is provided with Date.

7. New Business

- a) Branka concerned the Lake Club Manager role requires more than part time hours. Amber requested she provide a detailed log on what she works on each day to review. Spreadsheet received from Branka. Amber will forward to board to review and discuss.
- b) Enforcing the ban of outside shoes in the fitness centre and the presence of youth
 1. Board agrees not to put a limit on the ages of youth in the gym as long as their parents are in attendance and can supervise them;
 2. Indoor shoes must be used by ALL users no matter age, consequences to follow (letter, followed by loss of privileges). Will add reminder to newsletter, and discuss at AGM. Concern is dirt/small rocks observed on our equipment and SOS reported this can cause damage;
- c) Repairs to Fire doors to comply with Fire Code audit– The Manors (incl the Lake Club) was recently audited by Safety Codes Officers and found in non-compliance with respect to the actions of the doors in a fire event. The Board agreed to pay 25% of the cost of updating doors to comply with fire code requirements
- d) Camera access - Manors has requested access to the Lake Club cameras at entry/exit points to the facility (safety concerns). Board agreed to allow the Manors access to 3 cameras only (2 in lobby, one in hall by west door). Branka/PCS to confirm that access is limited to only those 3.

8. Next Board meeting – June 12th – 11:30 am.

9. Adjournment: 12:30 pm