

Sproat Lake Community Association
Directors Meeting Minutes
11 January, 2024

Chair: Nancy Harvey

Call to Order: 7:02 pm

Attending: Nancy Harvey, Tamara Thorpe, Catherine Mackay, Lynn Fridfinnson, Sheri Gerigk, Heather Sander, Wynn Thompson

Regrets: Greg Steel, Brian Cote, Penny Cote, Mike Gerigk, Rene Lacoursiere

Absent: Robert Lindores, Pat O'Connell

Quorum confirmed

Adoption of Agenda:

- Proposed Additions time permitting:
 - Management of ice during cold weather
 - Insurance for Pickleball
 - Pickleball Committee

Motion to accept with changes Motion Sheri, second Heather, Carried

Adoption of Previous minutes:

- Minutes from Dec 4/23 distributed via email
- Regarding board resource document noted in the minutes, Heather reported that the document can be found on Boardable.com

Motion to accept minutes Heather, second, Nancy, Carried

Vacant Board Position:

- Greg Steel has resigned leaving a vacant board position until the next AGM; Thank you to Greg for his service and leadership on the board

Motion to appoint Tamara Thorpe, Motion Nancy, Second Sheri, Carried Unanimously

Treasurer Report: Reported by Nancy on behalf of Rene

- Recurring bills and invoice for grounds work paid.
- Deposit given for court work to be done.
- Payment made for the under stage sliding doors.

- 3 term deposits renewed.
- Pickleball fees have collected \$2,034 since October when playing was moved indoors for winter
- Potential need for additional \$600.00 for the approved fencing, which is within the budget envelope; contractor reviewing costs of full project. Any costs over the approved amount will need to be brought back to the board for discussion/approval

Annual General Meeting:

- Moved to Feb 26, 2024 following email motion & vote (carried)

Constitution updating:

- Constitution has not been updated from its original statement and does not fully reflect past and current activity. Any change to the Constitution would need to be tabled and approved at the Annual General Meeting or a Special General Meeting.
- In preparation for the AGM Tamara drafted a revised constitution that was distributed for review prior to the board meeting.
- In addition to the original constitution, the proposed constitutional amendment would add the SLCA's ongoing activities related to promoting or engaging in the preservation, enhancement, and management of Sproat Lake and its surrounding area, including raising environmental concerns, promoting conservation efforts, and organizing community initiatives to ensure the long-term health and sustainability of the lake ecosystem and our drinking water.
- Discussion held and minor changes to wording recommended

Motion to present to the AGM a proposed revision to the constitution to better reflect past and current activities and scope of the SLCA, Motion Nancy, second Sheri, carried unanimously

Board of Directors Membership

- Nancy provided the background: the current membership of the board was previously approved via Resolution at an AGM, but unfortunately not documented via the Societies office
- Current Constitution: Total 12; 5 Officers - President, 1st VP, 2nd VP, Secretary, and Treasurer; 7 Directors at large, one of which is Past President
- It has been challenging to fill all Officer positions
- Proposed change to Board Membership to be brought forward to next AGM: Total 12; 4 Officers - President, VP (remove 2nd VP), treasurer, secretary; and 8 Directors at large - one of which may be the past president, and one of which may be community engagement coordinator

Motion: Sheri; second Lynn; carried unanimously

Multi-Use Court Project Update:

- Fencing and Perimeter work in progress, weather may create short delay

SL Community Hall:

- Bar renovation – quotes from trades thanks to John Thorpe. Have one more contractor interested
- Chair/table trolleys in progress
- Understage doors in progress
- Supplies needed for inclement weather – snow shovel, sand, straw broom – Nancy will purchase; Sheri will bring bucket to hold sand

Hall Security/Pickleball

Pickleball Rules:

- Background: Recently concerns have been raised about hall security and the growing use of courts and reservation calendar by players from outside the Sproat Lake Community. At a previous Director meeting changing the hall lock and lockbox code was approved which will provide registered individuals with a new lock box code to the hall along with an agreement that the code will not be shared. The development of rules for Pickleball and court reservations was endorsed.
- Hall door lock and lockbox code will be changed to coincide with a new Pickleball registration system
- Unique reservation calendar links will only be distributed to registered community members
- Draft Pickleball rules distributed in advance of the meeting for Directors to review
- Pickleball rule discussion points and decisions:
 - **Registered “Community Member”** – anyone who resides or owns property in the Sproat Lake Community
 - **Registered “Visitor”** – anyone who does not reside or own property in the Sproat Lake community and is not a house guest of a Sproat Lake community member
 - **“House Guest”** - anyone who is staying with a Sproat Lake Community member for 2 weeks or less
 - **“Visting Family Members”** – there was discussion and general support to accommodate family members (who are visiting a Registered Community Member) to be able to use the Community Members pickleball reservation link and play without the Community Member having to be present. Tamara will try to incorporate this into the booking system
 - **Follow-Up Note:** *Following the meeting Tamara provided an update to the SLCA President regarding allowing unaccompanied access by immediate family members of registered community members. Tamara reported that it was proving to be much more complicated than expected to incorporate this function into the reservation system, and there were unanswered questions that require further discussion and direction, including how to implement and monitor, waivers, and hall access. The discussion and motion that took place*

*was specific to the Pickleball rules document and did not address hall security concerns and access. At a previous board meeting the hall security solution had been voted on and approved, which requires registration to get a hall access code and prohibits the sharing of hall access codes. At that same board meeting it was approved that all pickleball players must be registered and sign a waiver, except house guests would not be required to register, but they **must be accompanied** by a registered community member. Since these requirements were previously decided by the board, a separate and specific motion would be required to change this. In discussion with the SLCA President it was agreed that this matter will be brought forward to a future board meeting for further discussion/decision. In the interim, visiting family members can play as per the rules for House Guests*

- **Access to courts** - only registered players may access the courts unless they are house guests of a registered community member
- **Fees for Registered Community members**
 - \$3.00 per person for use of indoor court; no fee for outside court
- **Fees for Registered Visitor**
 - Registered members may invite registered visitors to play with them
 - Visitors are required to pay a \$5.00 fee per person to play on indoor or outdoor courts.
 - The \$5.00 does **not** apply when playing on outdoor courts during designated Open Community Play times.
- **Fees for House Guests**
 - Registered members may invite their house guests to play with them on the courts
 - \$3.00 per person is applicable for use of indoor court
- **No Lessons** – no paid lessons are permitted on the courts without approval from the SLCA. Court rental is available for that purpose
- **Court Reservation Limits:**
 - There is a 1 court reservation limit on the number of courts that can be reserved concurrently by one community member;
 - Exception: a community member can reserve 2 courts if all members of the group are immediate family members
- The new registration system will provide a 14-day advance booking window

Motion: Adopt the Sproat lake pickleball rules with above noted agreed to components: Motion Tamara, Sheri second, Carried unanimously

Communication plan and timeline for new Pickleball Registration system:

- System will be developed before the end of March;
- Changes will be communicated via the website, community Facebook pages, signage on the courts with two weeks notice to begin registration; and days where someone will be on site to answer questions and help as needed with registration

Development of a Pickleball Committee

- Board members in support of establishing a Pickleball Committee
- Preliminary suggestions for Terms of Reference discussed
- Discussion re opportunity for a Director to be assigned as liaison between the committee and the Board
- Agreement to continue discussion after AGM and with newly constituted Board members

New Business:

- Hall Manager – defer to new board after AGM
- Insurance for Pickleball Injuries – Nancy will review this

Adjourned: 21:11