

Emerald Lake Regional Park Meeting
Sunday, March 18, 2018@ 10:00 a.m.
Minutes

1. Meeting called to Order at 9:59 a.m.
2. Attendance: Faye (280), Darcy (0), Jo-Ann (0), Tom and Gordon (107)
Absent: Karen
3. Adoption of Agenda
 - a. Addition
 - i. Email from treasurer providing her resignation as treasurer effective the end of April. She also attached the current financials.
MOTION: To adopt agenda. Darcy/Jo-Ann. Motion Carried.
4. Review Minutes from February 22, 2018, meeting.
MOTION: To adopt the minutes. Tom/Darcy. Motion Carried.
5. Treasurer Report
 - a. Karen was absent. However, she did provide us with the most updated financials.
MOTION: Darcy/Jo-Ann. Motion Carried.
6. Correspondence
 - a. Email from Brad Butler re: R. Peake.
 - i. It was discussed that this issue had already been resolved.
 - b. Email from C. Meyers.
ACTION: To send an email back to Charlene regarding the policy to which she was inquiring.
 - c. Letter from C. Wilkinson
ACTION: To ask C. Wilkinson for more information regarding new trailer. Also to have Rick and Fran check out poplar tree issue.
 - d. Email from N. Rawlyk.
ACTION: Sending a email back regarding the date for the AGM.
 - e. Email from Reception
 - i. Just an informative email from Regional Park Reception. Passed it on.

- f. Email inquiries about mailbox.
ACTION: To send an email to everyone about the status update of our mailbox.

7. Old Business

- a. Manager responsibilities, wages, hours of work, ect.
 - i. The Board discussed their anticipated expectations and revised the Park Manager responsibilities. F. Nutter attended the meeting and proposed her expectations. Board drafted a contract that will be presented to F. Nutter as soon as possible.
- b. General newsletter
 - i. The Board and F. Nutter reviewed the proposed general newsletter and made revisions. The newsletter will be finalized and sent out as soon as possible.
- c. Review spring policies.
 - i. Started to review spring policies. Will table this and finalize them at the next meeting.
- d. Boat launch/boat dock
 - i. Update including dock for short time mooring. (TABLED)
- e. Building Bylaws (TABLED)
 - i. Need to be updated and rewritten then send in for approval.
 - ii. Cottage set back distance from road.
 - iii. Percentage of lot that must be left for parking.
 - iv. Water security permit submitted to board on all lake front cottages.
- f. Standardization of cottages as possible. (TABLED)
- g. Draw up new cottage leases. (TABLED)
- h. New governance policies. (TABLED)
MOTION: Faye to contact Trevor Cross regarding website maintenance and assisting with governance policies.
- i. Negative signs.
 - i. Resolved. F. Nutter is going to adjust the wording of the signage where needed.

- j. Discuss board issues regarding moving backward instead of forward.
 - i. Resolved.

8. New Business

- a. Finalize capital projects.
 - i. Discussed the potential major asks for the upcoming grant deadline being the new gates, new online booking software, golf carts.

9. Next Meeting - Budget

- a. Thursday, April 19, 2018 at 5:00 p.m.

10. Adjournment