
BOD Special Meeting Minutes

Harrison Holiday Park Association

Via ZOOM

August 9, 2023 @ 6:00 pm

Board Members:

President	Patty Warkentin
Vice President	Sharon Cross
Secretary	Letti Forsyth
Treasurer	Kelly Stanoffsky
Special Projects	Vacant
Park Liaison	Larry Sargeant
Park Safety and Enhancement	Paul Leblevec

Items for discussion:

1. **Meeting Called to Order:** 6:18pm
2. **Approval of Agenda:** Passed
3. **Approval of board meeting minutes:**
 - May 16, 2023, approved via email August 8th and
 - July 3, 2023, approved via email Aug 8th
4. **Review of meeting with Jim the Handyman(contractor). Secretary and Liaison–** Secretary and Liaison met with contractor Re: Liaison observing contractor entering and leaving the park with a key card. Upon investigation the Liaison ascertained that the contractor was using a member's key to enter and leave the park. The contractor was invited to a meeting to discuss the bylaws and rules/regs that all contractors are expected to be in compliance with. If in doubt, he is encouraged to contact the caretakers for clarity. The contractor asked if shed heights could be increased to allow for a regular door instead of a custom sized door. This would be a savings to the members as a custom door is more costly. The meeting was attended by the caretakers as well and all left feeling that the meeting was successful for both the park and contractor. The board discussed this suggestion that was supported by the assistant caretaker at that meeting.
MOTION: To increase the height of sheds to 8'6" to allow for a full-sized door to be used in a shed. Motion passed. It will be brought forward to the membership at the Sept. AGM. Rule will be added to an upcoming planned membership memo and Facebook announcement.
5. **Review of July 6th incident involving police. Liaison –** Liaison reviewed the police incident that occurred in the early hours of Sunday Aug. 6th at Lot XXX, which resulted in two neighbors calling the police. Action was taken to ensure members' safety in the park.

6. **Review of outstanding responses to members.**

- **Aug 2nd - Tree Third Request – LOT XXX** Liaison will investigate this.

In Camera at 8:35pm: Letters of Concerns

In Camera ended: 9pm

7. **Next Board Meeting:** Sunday, August 13, 2023 @ 9:00 am board room and zoom.

8. **Meeting Adjourned:** 9:03 pm

Minutes Prepared by: Letti Forsyth Secretary