



Harrison Holiday Park Association
PRE-MEETING PACKAGE FOR AGM
September 02, 2023 - Agenda attached

Preregistration begins at 9:00 am, just outside the Clubhouse. Arriving early helps us to ensure the meeting starts on time. You will need to present your current 2023/24 membership card to register.

We are asking that as much as possible, members might help us to save a tree and download the agenda onto their tablet or laptop for following along at the meeting. Otherwise, if you could print it off at home, that would be very helpful.

As per Robert's Rules of Order, BASIC STEPS IN PRESENTING A MOTION...

One way that members could greatly assist towards a smoother AGM, is to ensure any motion or amendment to a motion put to the floor has been well thought out and contains all pertinent information. The motion should be written on paper and, once presented by the member, it would be handed to the Chair so that it can be restated word for word. Following the vote, the written motion would then be given to the secretary for inclusion in the meeting minutes.

We do ask that members review the agenda prior to the meeting. If you would like clarification regarding any Notice of Motion, you can contact the BOD directly at bod@harrisonholidaypark.com. We will do our best to provide you with clarification prior to the meeting or be prepared to provide you with a response at the meeting.

We received a last-minute petition from 40 members in the park but, due to the late delivery and changes made to the petition, we were unable to add it to the AGM agenda. Any member who signed the petition is invited to contact the BOD for further information.

Just having had a Bylaws and Rules and Regulations meeting where approximately 15 motions were passed, we are hopeful that this meeting will be condensed as a result, so we can all get back to enjoying a fun filled long weekend with friends and family.

Looking forward to this opportunity to meet with our membership! We hope to see you there.

Patty Warkentin, President
on behalf of the HHPA Board of Directors



Harrison Holiday Park Association
AGM
Saturday, September 02, 2023 @ 10:00 am
HHPA Clubhouse
(Registration is from 9:00 am to 9:55 am)
AGENDA

Board of Directors:

President, Patty Warkentin
Vice President, Sharon Cross
Secretary, Letti Forsyth
Treasurer, Kelly Stanoffsky

Liaison, Larry Sargeant
Special Projects, vacant
Park Enhancement, vacant
Past President, Cliff Eagar

1. Call the meeting to order:
2. Introduction of the Board of Directors, Chairman of Tellers, and Timekeeper
3. Motion to conduct meeting as per Robert's Rules of Order. Seconded:
 - Review of expectations of decorum and set time limits.
 - Vote to accept:
4. Ascertain a quorum including number of proxies.
5. Motion to accept the agenda as presented in the pre-meeting package.
6. Approval of meeting minutes:
April 08, 2023, GM meeting minutes *see Schedule A (separate attachment)*
July 29, 2023, SGM Bylaws, Rules and Regulations meeting minutes. *see Schedule B (separate attachment)*
7. **Reports: See Schedule C**

President's Report	Liaison's Report
Vice President's Report	Social Committee Report
Secretary's Report	Clubhouse Enhancement Committee's report
Treasurers Report and Financial Year End Report: <i>see Schedule D (Page 8 - 16)</i>	
Notice of Motions re Treasurers Report	

Motion to allocate the asset surplus of \$12,473.00 from the year ending April 30, 2023 be allocated to contingency fund.

Motion to allocate Hedden Chong LLP as our Year End Accountants for the period May 2023 to April 2024

8. New Business:

A) Presentation of Rule changes:

9. Notice of Motion: To ratify amendment to Rule 1.C.4. Shed (maximum height) *see Schedule E*

2. Notice of Motion: To amend Rule 4.B. Clubhouse *see Schedule F*
3. Notice of Motion: To amend Rules and Regulations 10-addition of fines re Clubhouse *see Schedule G*
4. Notice of Motion: To amend Rules and Regulations 10-addition of fines re Park Wood Fire Pit *see Schedule G*
5. Notice of Motion: To amend Rule 2.E.2.f. Auxiliary Roof tie downs. *See Schedule H*

9. Election of Board of Directors:

- *introduction of candidates (time will be given for candidates to share and members to ask questions)*
- *secret ballot vote*

10. Motion to destroy ballots.

11. Good and Welfare discussion.

12. Motion to adjourn.

Schedule C – Reports

President's Report

Dear fellow members:

It has been two years already, but I recall the moment as if it was *yesterday* when my name was read out confirming I had been elected to serve on the board. To say that I felt a little panic-stricken and sick to my stomach in that moment, wouldn't be overstating it...and that was before I knew what position I would find myself agreeing to.

I've described this experience before as being more like a whirlwind than a journey and that description has held true throughout. As our treasurer, Kelly, often puts it, it has been two years of "hair straight back"...lol. How much of that was due to the nature of the job, I am not sure. How much did we put on ourselves trying to accomplish too much, in too short a timeframe? Well, there was a lot that needed taking care of and how could we simply ignore it? How much was due to the chaos created by a handful of mislead members determined to undermine and 'take the board out'? I am thinking, far more than any value that ever came of it. Looking back, even with countless hours given to responding to completely baseless nonsense, I do believe that what we were able to accomplish these last two years, was worth what we gave to get there. The question before me now is, can I continue.

I would love to be able to stay on and be a part of getting us closer to where I think we need to be. And while it might be hard for some to understand, I actually enjoy doing the work that has a value-add component to it and have been happy to put in that time. I am invested beyond just financially and wish the park every success, but I do have a dilemma... As most of you know, my family has had a tough year and I find myself needing to reconsider my work/life balance. Currently that balance needs some adjustments. Recognizing that it is unlikely that this job will get easier any time soon, and knowing myself and that I can't commit to anything halfway, I have made the very difficult decision to not run for a second term.

Thank you to the amazing people who took a chance on me, surrounded, and encouraged me when the going got tough, validated me through the times when I felt insufficient, and blessed me immeasurably with your unwavering support. I especially need to thank those who helped fill the gaps in my competencies, you totally rock. These past two years have been challenging on so many fronts. You are the reason that I was able to continue and not simply give up.

A big thank you to all of our staff and volunteers that help to make Harrison Holiday Park the place we all want to spend our summers, enjoying time with family and friends. The Social Committee is back in full swing doing an awesome job of making sure the calendar is full of fun events to bring us together. The clubhouse is looking refreshed and better organized, thanks to our Clubhouse Enhancement Committee. When we need volunteers to help with registration, members have been quick to step up and make it all happen. The majority of the work in our gardens is taken on by volunteers. They are beautiful. Whatever part you have played, to all our volunteers, a big thank you! To the staff, you are so important to the very fabric of our park life and, somehow, through all the crazy, you found your way into my heart. The blanket you helped make for my husband will be cherished for many years to come. The pictures of Frank, Roland and Lynn working with the board and their partners, carefully tying knots one by one, brought me joy and warmth, far beyond what a blanket can possibly provide.

A very special thank you to my husband, Wes. On days that started long before sunrise and ended long after sunset, you brought me breakfast, lunch and supper, and coffee in between. You surrounded, encouraged, validated, and blessed me every single day with your unwavering support. And then when you yourself needed me the most, when I would have given it all up for you with just one word, “stop”, you said, “finish.”

Patty Warkentin, President

Vice-President's Report

Dear fellow members,

Its hard to believe that my two-year term has come and gone. It was a busy time.

(VP reports submitted in the meeting minutes have work completed and in progress over my term).

When I ran for the BOD in 2021 it was because of all the division in the park. I was sitting at my table on the last morning of nominations, and feeling that if I didn't step up, I would have no right to whine or complain about the outcome, or the future of our HHP community. With my wife's encouraging words of “You don't have much time to get your name in”, I ran through the park looking for people to help me get my paperwork into the office. Huffing and puffing I ran into the office just minutes before cutoff and handed Lynn my nomination form and bio. I figured my vision was like minded to others in the park so if I stayed true to myself, maybe I could help the board moving forward! I have been lucky to have made many more friends along the way.

As my term comes to an end, I want to say that although challenging at times, what a pleasure it has been to serve on the board and contribute to our park and our members. I want to thank my wife for her patience with me, as we have given up time together so that I could give these years to the park. Your support has truly meant the world to me.

A re-cap of my term on the BOD

Year 1- My first year on the board I took the position of Park Enhancement and Safety. I was thinking it would have the least amount of involvement, since I was still working and wasn't sure how available I could be. Well... lol, my first year was chalked full of meetings and tasks, not all necessarily to do with park enhancement as I first thought.

I enjoyed working with many of our volunteers, and a few that stand out are Pam and Ken Elphick, who look after our gardens. They have spent many hours and countless efforts in making the gardens so beautiful. Thank you so much!

Darnell Bloom and Letti Forsyth for volunteering to create the Clubhouse Committee and recruiting many others (too many to name) to participate in various activities and projects to refresh and enhance the space for all to enjoy.

I want to also thank Gerald Arksey for volunteering his time and electrical knowledge to meter a few areas of concern, and offering his expertise to come up with a plan for future ways we can maintain our electrical infrastructure. He has also volunteered to head an electrical committee this next year.

Roughly 6 months into my position, I was asked to take on the role of 2nd Privacy Officer. My first task was to ensure we had an HHPA PIPA Policy that would incorporate the wishes of the membership as per a motion voted in prior to my time on the board, and to ensure that we as an association would have a policy that the BOD, and members, could use to guide them through various privacy related situations. This was one of my most satisfying tasks to bring to completion.

Year 2 - I accepted the appointment of Vice- President, and Chief Privacy Officer, while still being the BOD contact for the Clubhouse committee. With this position, I was also asked to take on the roll as supervisor to our two Caretakers, Frank and Roland. If I thought enhancement had me busy... holy cow! It was a good thing I retired...lol

The caretakers and I often met in the office, shop, or by my back gate to discuss an idea or plan, and I realized then that these guys have a wealth of knowledge you could never find in a book. They have pretty much seen it all, done it all, and have great ideas on upgrades to the park if we listen to their suggestions and needs. Lynn was always available to answer any questions, dig up old information, and made herself available when I needed her for even the smallest of tasks. This role placed me in more discussions and decision making to address areas that we need to start a plan for, as our investment ages. I have to say, that there were a few moments when I said to myself... “self... Are you crazy?”, but today I am glad that I took the opportunity to work with our incredible staff and see the park through their eyes. I want to thank each one of them Lynn, Frank and Roland for putting up with my texts, calls and emails at any hour of the day or night when a question or thought came into my head, and apologize for being a pain in your backside...lol. Personally, this by far turned out to be the most satisfying role to be involved in.

Finally, I want to say thank you to the rest of the board members that I have and had the pleasure to work along side. We as a team accomplished so many great things together. It could not have been done without a leader, and I 100% believe we made the best choice with our President, Patty. This most incredible woman led us through a very messy time and was able to keep everyone on the path to returning our park to the “happy place” that everyone voiced they wanted to see.

Patty, even during this most trying time in your life, you have managed to provide us with guidance and dedicated unmeasurable hours to continue to fight to not let the park go backwards to what we inherited. I thank you as a member first, for all you have done for the park. As VP of the BOD, I thank you for all that you stand for and believe in, and for what I have learned from you. Your words spoken at one of our AGM meetings still ring in my heart “it takes a village”.

Thank you, Patty, for having the strength and grace to bring our village closer together, and thank you to the majority of the membership for supporting these efforts.

Final note- It is not the Board of Directors that make the rules.... It is you, your neighbour, and every member who chooses to cast a vote. The BOD is a “volunteer” elected body and are held responsible to ensure that the rules are followed and enforced. So please remember that we are only doing the job members expect and elected us to do. If you think it’s time to change or update those rules, bylaws or regulations, then speak up, bring a solution forward and make positive change.

In a world where you have a choice.... BE KIND

Sincerely,
Sharon Cross, Vice President

Secretary's Report

Hello Fellow Members,

I hope you all have had a great season, although for many of us we will take it all the way to October so, the 2023 season is not quite over yet. It's been a wonderful year to welcome new members to my corner of the park and to also meet others at the new member orientation meetings. A very enjoyable privilege as a Board member.

As it was already Feb when I joined the BOD as a newbie and very green to the position of Secretary, there was a big learning curve finding my way and trying to catch up on the goals and plans of the existing board as we were entering a very busy time of the year with opening of the 2023 season and the April GM just around the corner. I want to thank all of them for their patience and support dealing with my endless questions during this very busy time.

It has definitely been an extraordinary season as Secretary with the addition of a third GM, the introduction of the internet and the BOD's commitment to honor the memberships request to enforce the site cleanliness rule. I have lost track of the incoming and outgoing correspondence but there was ALOT. Along with the traditional duties of the secretary I also managed the receiving and sending of the BOD emails, was liaison to the Social Committee, responsible for posting updates to the HHPA Facebook page and I also learned a new skill posting updates and minutes to the website. I will have to admit that skill is still in the developing stage as the techie world is not my forte.

It was also important and exciting for me to get the Kidz Club up and running this year, albeit only for a month. I am hoping it's a kickstart to getting the program up and running for the whole season next year. We will be hiring staff to run the weekend program but if anyone would like to be on the Kids Club Enhancement Committee, please let me know.

To my fellow board members, again thank you. It has been a roller coaster season, but I am proud of all we have accomplished this year as a team. Thank you as well to the staff who have been fantastic to work alongside with. To all the members who have volunteered in some capacity within the park this year, a huge thank you. It's members like you that have kept this park the gem it is for almost 50 years.

See you all next year!
Letti Forsyth, Secretary

Liaison's Report

Thank you to the members for voting for me at the last AGM. I would also like to thank the HHP staff – Frank, Roland and Lynn for all their hard work and collaboration with me this past year.

We have been working at keeping the park as weed-free as possible while being mindful of personal circumstances. For the most part, members have come together, and the park is looking great!

I have been working with the other board members on a number of member complaints (~10) and a couple of police issues. Please remember that members are responsible for their guests. All guests must comply with our rules, regulations and bylaws while on the property.

We continue to face some challenges, especially around speeding in the park and parking in front of lots.

Reminders:

Speeding

Vehicles are not to go more than 8 KM/hour throughout the park. This keeps us all safe. If you see a vehicle speeding, email us if you have the license plate and/or lot number of the vehicle. We have limited ability to follow up with members and guests if we only know the colour and type of vehicle. That information is important, but only if we have a way of determining ownership of the vehicle. Time, date and location are also useful information.

Parking

When parking at your lot, make sure to be at least 2 feet from the pavement. This is a safety issue as well – fire trucks must be able to get through.

Bike riding and scooters

Another safety reminder: please have your children wear helmets while on bikes and scooters in the park. The cement and rocks are just as hard in the park as they are outside the park. We wouldn't want any child to get a head injury.

It's been a summer of great entertainment! It was nice to see one of our members in the band Repeat Offenders put on a great performance in June and we had around 130 kids do trick or treating and it's fun to see the decorated lots.

It's been great walking around the park with my dog, Maxine, and seeing all the happy and cheerful faces. I hope you all have a great winter!

Larry Sargeant, Liaison

Social Director's Report – August 17, 2023

We are winding up another successful social year at Harrison Holiday Park with three events remaining:

- Pasta Night on August 26th
- Chili Cookoff and dance with Rockwell on September 2nd

I have really enjoyed the past 7 years as Social Director for Harrison Holiday Park and want to thank everyone for this opportunity.

Thank you to the many volunteers who have put in countless hours to make all the events happen. Without everyone's combined efforts, these events would not have happened.

A special thank you to Darnell Bloom for being treasurer and looking after the 50/50.

I would also like to thank Aaron Bruce, who will be taking over from me at the end of this year. Aaron has lots of new ideas, and I know he will do a great job!!!

Please give Aaron your full support by volunteering for an event!!! You will find it both rewarding and enjoyable!!!

Thank you and all the best!!!

Gerald Arksey, HHP Social Director

Clubhouse Enhancement Committee's Report

This year we accomplished many of our goals through our 2022/23 fundraising efforts. With additional funds added from the park's clubhouse budget, we started the season by having the main clubhouse area and hallway painted by Trenz Painting. We also contracted Bergen Kitchens to build the cabinet in the back, which currently houses our games and puzzles on top. The bottom portion opens up to house all the chairs which can slide in on carts behind closed doors. Does the wood look familiar? We recycled the wood from the old wooden tables for the top and the sides of the cabinets. Paul Bissky used leftover wood to build a small bookcase for the kid's books and DVD's. Paul also reconfigured and built a few more table carts so they now fit in the old coat closet now used for table storage.

We had an amazing donation of HHP memorabilia which we framed and placed on the walls throughout the clubhouse.

Thank you, Carol LaValley. We bought 8 new tables to replace the wooden tables and a 72" TV. We also paid \$525 for someone to clean the clubhouse to prepare for the AGM.

We aren't sure what the next project is but we have lots of ideas and looking forward to 2024. Thanks for the support.

Clubhouse Enhancement Committee,
Darnell Bloom - Donna Helland - Letti Forsyth

Schedule D – Treasurer Report and Financial Report

I came into this role as the Treasurer in January of 2022 and I can't believe it has been 18 months already. There are so many committees, projects, activities and a constant flow of emails in our park that keep each of us on the board busy 7 days a week 12 months of the year. There are many hours of behind the scenes work from your volunteer board to ensure our park is safe, clean, and remains the Happy Place we all treasure. This past 6 months the Board and Members agreed to take on a huge project of bringing a Shaw Internet 5-year term contract to any members that were interested. This brought an over 50% savings to each member that signed up for the 5 years on the bulk plan versus the standard residential plan. There were many emails, phone calls and zoom meetings with Letti, myself and the Shaw staff to convert our members to this program in our park. I won't sugar coat this...this project took on a life of its own and it didn't help that Shaw changed to Rogers right in the middle of our transfer to the Bulk program which meant a third software program implementation for the Shaw staff on their end. We still have a few members we are working directly with to finish up any issues that they are experiencing and we are happy to report that we are in the final stages of this Shaw Internet project right now and we are glad to see this come to a close so we can move our focus onto new things.

We had many items being fixed and upgraded in the park for the period May 2022 to April 2023. Some of these items were as follows: \$8,000.00 for Phase 1 of 3 Satellite Men's Clubhouse Bathroom repairs, \$25,206.28 unexpected expenditure for a NEW Well Pump & Drive & Water Treatment shed pipe repairs for Water System, \$11,265.01 for unexpected additional work needed to complete the park Fire Suppression System, \$4,350.00 to upgrade from propane to a natural gas system for the Fire Suppression system due to failed inspection, \$7,339.50 for Norich Electric to perform testing and repairs to our transformers in the park, \$10,000 in paving repairs, \$2,385.60 for a new AED defib machine, \$6,155.52 for additional hose lengths for the fire boxes to ensure they reach the 400 feet circumference required in each area. Wages, utilities, taxes and insurance remain the highest line items every year on our budget coming in at over 60% of our operating budget year over year. I am happy to report that we still stayed on track with our spending and no special levies were imposed to the membership.

In March of this year, Lynn and I have implemented some positive changes in the office functions by being able to accept member payments by E-Transfer and Debit for the start of this park season in May. This was a very big plus to be able to provide our membership with more options and convenient ways to pay. We hope to work on some more streamlining of the website functions and Sage data base as well but this will likely be on the fall/winter to do list when things are a bit quieter in the park.

While our bylaws **D.8 & D.18** below, indicate what is required to be provided to the membership with reference to financial information. The board agrees that we all have a large amount of money invested in this park and our personal memberships and we are firm believers that being informed is always a good thing. In an effort to provide our members with more information, the board has agreed at our August 13th, 2023 meeting that we will start to provide a quarterly budget snap shot to the membership with the Treasurer report in the meeting minutes. The first one you can expect to see for the period (May – July 2023) will be posted with the August 13, 2023 board minutes on the member website.

Bylaw D.8. The Board of Directors shall keep all proper books of account in respect of all monies received and expended by it and shall prepare a statement of account for each Annual General Meeting.

Bylaw D.18. The Directors shall from time to time determine whether and to what extent and at what times and places and under what conditions or regulations the accounts and books of the Association of any of them shall be open to the inspection of members not being Directors and no member not being a Director shall have any right to inspect any accounts or book or document of the Association except as conferred by law or authorized by the Directors or by resolution of the members, whether previous notice thereof has been given or not.

I have enjoyed my time on the HHPA Board of Director in my role as Treasurer. I have really enjoyed working with Frank, Roland and Lynn and my fellow board members over this past 18 months. All 3 of the staff have been in the park many years and are a wealth of knowledge and information on the operations of this park.

The success of the HHPA Volunteer Board of Directors being which is the governing body to our membership and staff of our park is critical in the day-to-day operations. Understanding and ensuring our park stays compliant with the BC Societies Act and government bodies is an integral part of these roles and responsibilities. This past year it was brought to the attention of the BOD from Hedden Chong LLP that we were non compliant with CRA and had never filed corporate tax returns when we are a Not-for-Profit Corporation. With the approval of the board, Hedden Chong LLP filed 10 years tax returns recently and we are now compliant. It is so important that the membership vote to ensure that those putting their names forward bring strong administrative skills, knowledge and understanding of policies, governance, rules, regulations, bylaws and government requirements. This is critical to the park's survival in this fast-paced technology-based world we are in today.

I have submitted my name to continue as a member of the board for another two-year term and hope the membership supports my wish to remain on the HHPA Board of Directors.

Hedden Chong Financial Report – This is the second-year end that we have used the appointed accounting firm Hedden Chong LLP to prepare our annual financial reports to the membership. We were happy that they were able to provide us with financials earlier in August so we could go back to having our usual AGM date of the Labour Day long weekend every year.

Please refer to pages " 10-16 " of the AGM package for their reports. As I mentioned above in my report two large items that you can see detailed on page 16 of the accounting package Water Suppression System \$21,766 & Water Treatment System \$25,206.

Page 12 of the AGM package Finance Section gives a snapshot of our Financial Position on April 30, 2023.

Page 13 of the AGM package Finance Section gives a snapshot of our Income vs Expenses on April 30, 2023, and shows a NET asset surplus on April 30, 2023 of \$12,473.00 that we will need to vote on to allocate to the contingency fund.

We are in an aging park and every year there are items needing repairing and or replacing that are unexpected and not budgeted for. It is important to keep a healthy contingency fund to allow for when these unexpected expenses occur.

If you have any questions about the financials prior to the AGM meeting, please direct them to treasurer@harrisonholidaypark.com and I will do my best to answer them or reach out to our Accountants on your behalf.

Kelly Stanoffsky,
HHPA Treasurer

HARRISON HOLIDAY PARK ASSOCIATION
COMPILED FINANCIAL INFORMATION
FOR THE YEAR ENDED APRIL 30, 2023

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COMPILATION ENGAGEMENT REPORT

To the Board of Directors of Harrison Holiday Park Association

On the basis of information provided by the Society's Board of Directors, we have compiled the statement of financial position of Harrison Holiday Park Association as at April 30, 2023 and the statements of operations and changes in net assets and cash flows for the year then ended, and Note 2, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

The Board of Directors is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standards on Related Services (CSRS) 4200, Compilation Engagements, which requires us to comply with relevant ethical requirements. Our responsibility is to assist the Board in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by the Board. Accordingly, we do not express an audit opinion or review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

July 31, 2023
Burnaby, BC



CHARTERED PROFESSIONAL ACCOUNTANTS

HARRISON HOLIDAY PARK ASSOCIATION

STATEMENT OF FINANCIAL POSITION
AS AT APRIL 30, 2023

	General Fund	Capital Asset Fund	Contingency Fund	2023	2022
	\$	\$	\$	\$	\$
ASSETS					
CURRENT ASSETS					
Cash	268,779	-	457,186	725,965	723,256
Inventory	1,125	-	-	1,125	1,125
Deposits	-	-	-	-	3,000
	269,904	-	457,186	727,090	727,381
PROPERTY AND EQUIPMENT					
(Note 3)	-	2,208,898	-	2,208,898	2,193,887
	269,904	2,208,898	457,186	2,935,988	2,921,268
LIABILITIES					
CURRENT LIABILITIES					
Accounts payable and accrued liabilities	51,606	-	-	51,606	54,114
Payroll remittances payable	3,860	-	-	3,860	3,235
Prepaid dues and fees	201,965	-	-	201,965	214,218
Wages payable	-	-	-	-	2,107
	257,431	-	-	257,431	273,674
NET ASSETS					
INVESTED IN CAPITAL ASSETS					
	-	2,208,898	-	2,208,898	2,193,887
INTERNALLY RESTRICTED NET ASSETS					
	-	-	457,186	457,186	429,449
UNRESTRICTED NET ASSETS					
	12,473	-	-	12,473	24,258
	12,473	2,208,898	457,186	2,678,557	2,647,594
	269,904	2,208,898	457,186	2,935,988	2,921,268

APPROVED BY THE DIRECTORS:

DIRECTOR: K. Stangorney - Treasurer
 DIRECTOR: Albert J. O'Connell - President

(The accompanying notes form an integral part of these financial statements)

HARRISON HOLIDAY PARK ASSOCIATION

**STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED APRIL 30, 2023**

	General Fund	Capital Asset Fund	Contingency Fund	2023	2022
	\$	\$	\$	\$	\$
REVENUE					
Annual dues	571,786	-	30,094	601,880	605,160
Extra assessment - Cable	70,520	-	-	70,520	67,240
Interest income	6,070	-	-	6,070	1,480
Other revenues	25,243	-	-	25,243	22,945
	673,619	-	30,094	703,713	696,825
EXPENSES					
Accounting	5,673	-	-	5,673	6,078
Amortization	-	31,961	-	31,961	24,657
Bank charges and interest	669	-	-	669	295
Cable expense	70,596	-	-	70,596	67,130
Insurance	35,054	-	-	35,054	31,599
Legal	893	-	-	893	13,253
Office	11,745	-	-	11,745	12,886
Property taxes	142,325	-	-	142,325	137,317
Repairs and maintenance	117,050	-	-	117,050	80,833
Telephone	9,124	-	-	9,124	8,958
Utilities	93,984	-	-	93,984	101,883
Vehicle expense	14,556	-	-	14,556	19,379
Wages and employee benefits	139,120	-	-	139,120	136,581
	640,789	31,961	-	672,750	640,849
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	32,830	(31,961)	30,094	30,963	55,976
NET ASSETS, beginning of year	24,258	2,193,887	429,449	2,647,594	2,591,618
Capital asset additions (Note 3)	(46,972)	46,972	-	-	-
Approved transfer to general fund for repairs	26,615	-	(26,615)	-	-
Transfer of prior year surplus to contingency fund	(24,258)	-	24,258	-	-
NET ASSETS, end of year	12,473	2,208,898	457,186	2,678,557	2,647,594

(The accompanying notes form an integral part of these financial statements)

HARRISON HOLIDAY PARK ASSOCIATION

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED APRIL 30, 2023**

	2023	2022
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Excess of revenue over expenses for the year	30,963	55,976
NON CASH ITEMS		
Amortization	31,961	24,657
	62,924	80,633
CHANGES IN NON-CASH WORKING CAPITAL		
Accounts receivable	-	9,552
Inventory	-	25
Deposits	3,000	(3,000)
Accounts payable and accrued liabilities	(2,507)	(17,255)
Payroll remittances payable	624	236
Prepaid dues and fees	(12,253)	122,763
Wages payable	(2,107)	(1,110)
	49,681	191,844
CASH FLOWS FROM INVESTING ACTIVITIES		
Acquisition of property and equipment	(46,972)	(53,855)
INCREASE IN CASH	2,709	137,989
CASH, beginning of year	723,256	585,267
CASH, end of year	725,965	723,256

(The accompanying notes form an integral part of these financial statements)

HARRISON HOLIDAY PARK ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED APRIL 30, 2023

1. NATURE OF OPERATIONS

The Harrison Holiday Park Association (the "Association") is a not-for-profit organization registered under the Society Act of the Province of British Columbia on October 21, 1974 and provides recreational services to its members.

2. BASIS OF ACCOUNTING

The basis of accounting to be applied in the preparation of the financial information is on the historical cost basis, reflecting cash transactions with the additions of:

- Accounts receivable less an allowance for doubtful accounts.
- Inventory accounted for at cost on a weighted average cost basis.
- Investments recorded at cost.
- Property and equipment recorded at historical cost and amortized over their useful life.
- Accounts payable and accrued liabilities.

HARRISON HOLIDAY PARK ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED APRIL 30, 2023**

3. PROPERTY AND EQUIPMENT

	COST	ACCUMULATED AMORTIZATION	NET BOOK VALUE	
			2023	2022
	\$	\$	\$	\$
Land	1,892,800	-	1,892,800	1,892,800
Buildings	513,199	375,518	137,681	143,417
Computer equipment	3,667	3,169	498	873
Equipment	127,140	121,567	5,573	6,966
Other	412,943	240,597	172,346	149,831
Vehicles	51,389	51,389	-	-
	3,001,138	792,240	2,208,898	2,193,887

	2023	2022
	\$	\$
Asset additions are comprised of the following:		
Fencing	-	2,428
Fire hydrant installation	-	4,751
Landscaping	-	4,021
Laptop	-	787
Laundry room upgrade	-	-
Plumbing and heating - hot water system for bathrooms	-	10,517
Powerline replacement	-	8,584
Sand separator system	-	4,134
Shop awning	-	-
Water suppression system	21,766	18,633
Water treatment system	25,206	-
	46,972	53,855

Schedule E

To ratify amendment to Rule 1.C.4.

Currently reads:

Rule 1.C.4. Sheds: One shed may be constructed for storage purposes only. It shall not be supplied with beds, water, toilets/showers, or stoves and shall not be set up as a business shop. The shed can be constructed using wood, metal studs, composite materials and vinyl siding or prefabricated and commercially available plastic resin (AGM September 2018) to a maximum of (80) eighty square feet and shall be fully ventilated. The following measurements are outside dimensions: **maximum height to peak (8) eight feet (2.44 metres)** no side longer than (10) ten feet (3.048 metres) with an overhang allowance of up to (6) six inches (15.25 cm) on all sides (not included in the square footage). Dimensions of the entrance overhang, that may be up to (4) four feet deep (1.22 meters), is included in the maximum (80) eighty square feet. The roof may be finished with wood, 'Duroid' shingles or lightweight metal. With the Caretaker's pre-approval, a shed can be situated anywhere on the lot, provided that it is (18) eighteen inches (0.457m) away from the side and rear fences, and (10) ten feet (3.048 metres) off the roadway and additionally, on corner sites, it does not jeopardize the safety of the roadway. (No sheds shall be situated where they hamper the removal of a trailer from a site).

Rationale for change: It recently came to the attention of the board that the current shed height restrictions was within inches of members being able to put in a standard door without making modifications to the door. After some discussion it was decided to amend the rule from maximum 8 feet, to 8'6".

Motion to ratify amendment to Rule 1.C.4

...to allow an increase in shed maximum height to peak, from 8 feet (2.44 metres), to 8 feet 6 inches (2.59 metres).

Schedule F – to amend Rule 4.B. Clubhouse

Current:

B. Clubhouse: Children, under the age of 12, are to be supervised by an adult (19 or older). All members/guests using the clubhouse are expected to tidy up after themselves and return items to their designated place. Exclusive use of the clubhouse for private functions, shall be booked in advance through the office during office hours. Users shall be governed by the current Rules and Regulations.

Rationale: It has come to that attention of the board that even with the new rule regarding supervision of children, some children are still in the clubhouse with the adult not actually inside the clubhouse governing the activities of the child. Maybe/hopefully a little stronger wording might help?

Also, we have become aware that there is a need to spell out what most might consider as being common sense. Apparently there needs to be a rule spelling out that bikes etc. are not appropriate in the clubhouse.

Motion to amend Rule 4.B. to read:

B. Clubhouse: Children, under the age of 12, are to be accompanied and governed by an adult (19 or older). No skateboards, scooters, bicycles, or tricycles allowed, excluding disability scooters. For handicapped or disabled persons only, motorized chairs, wheelchairs and scooters are permitted. All members/guests using the clubhouse are expected to tidy up after themselves and return items to their designated place. Exclusive use of the clubhouse for private functions, shall be booked in advance through the office during office hours. Users shall be governed by the current Rules and Regulations.

Schedule G – Rules and Regulations 10

The next two motions are to add to infraction categories. First one regarding clubhouse rules and second motion regarding the wood fire pit. If both motions pass the infraction list will be added to as follows:

<u>INFRACTION CATEGORY</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
	<i>(R & R = Rules and Regulations)</i>	
1. Tampering with Park utilities	Bylaw A 8b)	\$150.00
2. Campsite & Changes to Site	R&R #1	\$100.00*
3. Safety	R&R #5 A,B & D	\$100.00
4. Recreational Vehicle	R&R #2	\$50.00
5. Guests	R&R #3 C	\$50.00
6. Noise	R&R #5 E	\$50.00
7. Pool and Clubhouse	R&R #4 A&B	\$25.00
8. Pets	R&R #5 F	\$25.00
9. Site cleanliness and tarp removal	R&R #1 G	\$50.00**
10. Park Wood Fire Pit	R&R #4 C	\$100.00***

Also to be added...

***If the fire is started during a fire ban and HHPA receives a fine as a result, the member responsible will also be required to pay said fine.

Rationale for change re Clubhouse: With the recent addition of Clubhouse rules, starting with age restrictions, and now possibly restrictions re skateboards and bikes, etc., it has also come to the attention of the board that there is currently no infraction category for R&R 4.B., Clubhouse.

#1 Motion to amend Rules and Regulations 10

...to add to line #7 Clubhouse/reference B (as highlighted above)

Rationale for change re Wood Fire Pit: It has also come to the attention of the board that there is currently no infraction category for Rule 4.C.

Rule 4. C. Park Wood Fire Pit

1. All campfires must be operated in accordance with the Village of Harrison annual Fire Permit issued to the Harrison Holiday Park Association and be overseen by a host.
2. The approval process requires the completion of a fire permit that outlines the rules the "host" must follow. No campfires can be hosted without the proper form being completed by the host and approved by the Park Caretaker or his designate. Only a single person can host a campfire at one time and must remain at the fire pit for the duration of their campfire.

#2 Motion to amend Rules and Regulations 10

...to add an infraction category, #10 Park Wood Fire Pit / R&R #4 C. / \$100.00***

and also add:

***If the fire is started during a fire ban and HHPA receives a fine, the member(s) responsible will also be required to pay said fine.

Schedule H – Auxiliary Roof Tie Downs

Rule 2.E.2.f currently reads:

f. No part of the Auxiliary Roof may touch the ground. It must be attached to the RV by cables or chain, or any other fastening device as to allow the roof to be considered easily detachable.

Rationale for changes: Due to high winds in the area, it has become apparent that some auxiliary roofs have been inadequately anchored. This is a safety issue and, if loose, can also cause damage to property.

Motion to change Rule 2.E.2.f to read:

f. No part of the Auxiliary Roof may touch the ground. It must be attached to the RV in such a way as to allow the roof to be considered easily detachable. Due to heavy winds, the Auxiliary roof needs to be attached to the RV at minimum all four corners. It must be bolted through the bottom plate or rail of the auxiliary roof and secured with rust resistant welded metal chain. The bottom end of the chain must be fastened to the chassis or bumper if bumper is welded to the frame, or bolted to minimum 1/4-inch angle iron to be positioned under the RV hitch or the front chassis the 5th wheel. Chain must be fastened to eyebolts with quick links and one turnbuckle at each corner. All roofs built prior to September 2nd, 2023, are grandfathered as is, but it is strongly recommended to bring it to these standards