

Harrison Holiday Park Association
AGM Meeting Minutes
Saturday, April 13th, 2024 @ 10:00 am

Board of Directors:

President, Letti Forsyth
Vice President, Linda Costain
Treasurer, Kelly Stanoffsky
Secretary, Frances Toebaert

Special Projects, Curtis Litle
Liaison, Larry Sargeant
Park Enhancement and Safety, Ron Wallace
Past President, Patty Warkentin

1. Call the meeting to order - Start time 10:08 am

2. Introduction of the Board of Directors, Chairman of Tellers Sharon Vandecasteyen and Timekeeper Special Projects, Curtis Litle. Rules of timekeeping explained by President. The time limit will be 2 minutes per speaker. At 1 minute 45 seconds, there will be a 15 second warning.

3. Motion to conduct the meeting as per Robert's Rules of Order. *Seconded by Lot 220.* Members asked to turn their voting card in if they need to leave before meeting is over so a quorum can be maintained. Reminders of process and decorum. 2-minute time limit for speaking and each member can speak a maximum of 2 times per motion. ***Motion passed by show of hands.***

4. Ascertain a quorum – Chairman of Tellers, Sharon Vandecasteyen
110 voting in person / 45 voting by proxy / 19 non-voting members

5. Motion to accept the agenda as presented in the pre-meeting package. *Seconded by lot 48. Approved as written by show of hands.*

6./7. Approval of previous meeting minutes: April 7th, 2024 GM. – President pointed out error that agenda item was written twice as 6 and 7. ***Seconded by lot 59. Approved as written by show of hands.***

8. Reports: See AGM agenda Schedule B Pages 3 - 10

- President's Report
- Vice President's Report
- Liaison's Report
- Special Projects Report
- Park Enhancement and Safety Report
- Social Committee Report
- Kidz Club Report

- Treasurers Report and Year End Accountant's Report: see Schedule C of Agenda (Page 11) Correction to report "It is reporting to you for the period May 1 2023 to April 30 202." Should read "It is reporting to you for the period May 1 2023 to April 30 2024."

*Motion to accept Reports to be filed as presented in the pre-meeting package Agenda Schedule B - **Passed as written by a show of hands.***

9. Treasurers Report and Year End Accountant's Report: see Schedule C Page 11 in AGM package

- Motion to allocate the asset surplus of \$16,490.27 from the year ending April 30, 2024 be allocated to contingency fund. **Seconded Lot 88 – approved as written by show of hands.**
- Motion to allocate Hedden Chong LLP as our Year End Accountants for the period May 1, 2024 to April 30, 2025. **Seconded Lot 57 – approved as written by show of hands.**
- Motion to accept the Rogers Classic Cable renewal contract for the 3-year term May 1, 2025 to April 30 2028 for all memberships of the park and to be billed annually with park dues. **Seconded Lot 72 - approved as written by show of hands.**
- Motion to ADD BULK INTERNET for the balance of the 229 park memberships for the remaining 3-year term May 1, 2025 to April 30 2028 so that INTERNET service is available to all memberships of the HHPA and to be billed annually with park dues. **Seconded Lot 220**
 - **First Count - In Favor 58 Opposed – 58 Abstain – 22**
 - **Second Count – In Favor 63 Opposed – 59 Abstain 20 - approved as written by show of hands.**
 - **This plan will not be in place for new members until May 1, 2025.**

10. New Business:

Lot 166 Motioned that Rule 2.C.7. Awnings: maximum length of the awning is to be the trailer length excluding the hitch and to change the maximum width from 12 feet to 15 feet **Seconded by Lot 323.**

Lot 249 made an amendment to add a 3rd beam required for load specification as per manufacturer instructions. **Seconded by Lot 88**

Vote to amend motion to now read as *The maximum length of the awning is to be the trailer length excluding the hitch and the maximum width shall be 15 fifteen feet with a third beam required for load specification as per manufacturer.* **Approved by show of hands.**

Vote on amended motion – **Approved by show of hands**

Rule 2.C.7 will now read as follows:

2.C.7. Awnings: Standard RV canvas or roll-up awnings and aluminum awnings are permitted. Approval is required for aluminum awnings prior to installation. Aluminum awnings shall be detached and able to stand alone to permit removal of the RV. Such awnings shall not extend more than (8) eight inches (20.32 cm) over the edge of the RV top and no more than (6) six inches (15.24 cm) in height above the roof of the RV. The maximum length of the awning is to be the trailer length excluding the hitch and the maximum width shall be 15 fifteen feet (4.572 meters) with a third beam required for load specification as per manufacturer. (AGM August 31/24). The front edge of the awning shall not exceed the front of trailer excluding hitch. (See AGM May 22/95). Temporary canvas or vinyl tarps or bamboo blinds, if approved by the Park Caretaker, may be acceptable for the period from April 1st to Oct 31st each year as a wind break for side enclosures but may only have one side on at any time to block wind/rain (with the exception of mosquito mesh). See chart in office for suggested color choices. Existing attached aluminum awnings shall be modified to conform to the “free-standing” standard if at any time the RV is moved or detached.

2) Lot 123 – Motion: That HHPA strike a committee of three (3) to five (5) members to establish a New Tree Replacement Policy to be presented at the Spring GM for membership approval. Member from Lot 123 volunteered to Chair this Committee. **Seconded by Lot 42. Approved by show of hands.**

Note: All Committee’s must have a Board Member liaison as part of the committee

3) Lot 140 Motion to change Rule 2.F.1 Gazebos, Pergolas and Barbecue Covers to read 144 sq. ft. instead of 12 ft. x 12 ft. **Seconded by Lot 323. Approved by show of hands.**

4) Lot 140 Motion to change Rule 2.F.1 Gazebos, Pergolas and Barbecue Covers to change 144 sq. ft. to 168 sq. ft. **Seconded by Lot 59. Approved by show of hands.**

Rule 2.F.1 will now read as follows:

Gazebos and Pergolas: One gazebo, no larger than 168 sq (AGM August 31/24) feet, constructed of a metal or wood frame with a roof of metal, polycarbonate or canvas is allowed per site. In place of a gazebo, a pergola with a metal or wood frame can be constructed. Windbreaks of canvas, vinyl or roll down blinds may be acceptable. Enclosures and windbreaks MUST be approved by the Board of Directors or their designate. Should a member decide not to have an aluminum awning* (see

2.C.7), then two gazebos/pergolas, no larger than 168 sq (AGM August 31/24) feet each, will be permitted.

5) Lot 123 Motioned to have the Board review Rule F. Gazebos, Pergolas and Barbecue Covers – verification of how this new rule is measured - square footage (footprint) or gutter to gutter and height and present at the GM 2025. **Seconded by Lot 17. Approved by show of hands.**

11. Nominations from the floor for 3 vacant seats: No nominations from the floor.

12. Election of Board of Directors:

As there were no nominations from the floor there were only 3 candidates for 3 open positions as shown in the AGM agenda package, nominated by form submission to office.

Lot 360 Motioned to vote by show of hands and not by secret ballot **Seconded by Lot 323 - Approved by show of hands**

Election Results:

Curtis Litle – **Voted in by show hands**

Larry Sargeant – **Voted in by show hands**

Letti Forsyth -**Voted in by show hands**

13. Motion to destroy ballots: Not Required as vote was taken by show of hands

14. Good and Welfare: None

15. Announcements:

- a) The Kidz Club is looking for a person to be the coordinator, help with hiring make sure the clubhouse is up and running.
- b) Social Club is holding a Volunteer meeting on Sunday, September 1, 2024, at 11 am. They would love to have more members join the group! New ideas are always welcome.
- c) Volunteer Emergency Responders meeting Sunday September 1, 2024, at 1:00 pm
- d) Green Waste – The Caretakers request that members use paper recycle bags or containers (garbage) with lids and holes in the bottom instead of plastic.
- e) Reminder that the speed limit in the park is 8 kph. This includes all vehicles including bicycles, e-bikes, scooters, e-scooters etc. This rule has been in the Rules and Regulations for many years., We do not want anyone hurt so please be aware of your speed as fines will be levied. Please remind your children/grandchildren and guests of this rule. Also, if you are riding around the park after dark, you must have a light on your vehicle (this includes all vehicles listed above).
- f) If you haven't already done so, please pick up your Emergency Handout from the office.

16. Motion to Adjourn: *Seconded Lot 323. Approved by show of hands.*

Meeting adjourned at 12:03pm

Minutes Prepared by Secretary Frances Toebaert

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