

**MINUTES**  
**Steep Rock Beach Park Board**  
**Meeting**  
**RM Board Room**  
**April 12, 2018 – 7:00 PM**



**Attendance:** Evelyn Gunther, Tony Dyck, Rodney Brown, Dan Meisner, Allan Springer, Larry McDonnell, Diane Price

**Guest:** Lana Cowling-Mason

**Recording Secretary:** Don Fiset

**Call to Order:** The meeting was called to order by Tony at 7:00 pm

**Review Minutes:** The minutes of the December 7, 2017 meeting were reviewed. Diane moved to accept the minutes, seconded by Evelyn, carried. The minutes of the December 19, 2017 meeting were reviewed. Allan moved to accept the minutes, seconded by Rodney, carried.

**Financial Report:** The Treasurer reviewed the April 8 Revenue and Expense report. The cleared transaction report and the Customer Balance summary were distributed. Allan moved to accept the financial report, seconded by Dan, carried.

**Election of Officers:** Lana Cowling-Mason chaired the election of officers

- **Chairperson:** Tony was nominated by Diane, seconded by Allan. Tony accepted the nomination. Larry was nominated by Evelyn, seconded by Dan. Larry accepted the nomination. Rodney moved that nominations cease. A written vote was requested and conducted. Lana and Don counted the ballots. Larry McDonnell was elected chairperson.
- **Vice Chairperson:** Rodney was nominated by Dan, seconded by Tony. Rodney accepted the nomination. 2 additional calls were made for nominations with none occurring. Tony moved that nominations cease. Rodney Brown was elected Vice Chairperson.
- **Secretary:** Diane was nominated by Dan, seconded by Allan. Diane accepted the nomination. 2 additional calls were made for nominations with none occurring. Dan moved that nominations cease. Diane Price was elected Secretary.
- **Treasurer:** Evelyn was nominated by Rodney, seconded by Diane. Evelyn accepted the nomination. 2 additional calls were made for nominations with none occurring. Tony moved that nominations cease. Evelyn Gunther was elected Treasurer

- **Signing Authority:** Larry McDonnell, Rodney Brown, Evelyn Gunther and Diane Price were appointed signing officers. Tony Dyck and Don Fiset were removed as signing officers.

**Larry McDonnell took over as chair of the meeting.**

**Management Report:** N/A

**Old Business:**

- **Manager contract Proposal:** Tabled
- **Board Communication to Managers:** Macky will be the primary contact to the managers from the board. The Managers Report will be moved up to be the first item on the agenda. Managers' attendance will not be required after their report.
- **Restaurant Proposal:** Macky reviewed the contract proposal from Paul Wong dated March 2, 2018. Tony moved to accept the contract, seconded by Allan, carried.

**New Business:**

- **10 Year Plan:** Evelyn will up-date the plan with current revised data.
- **2017 Financial Report / Audit:** Rodney, Tony, Allan and Evelyn met with Talbot Associates to review the 2017 Audit. Evelyn presented copies of the audit letter. Rodney moved to accept the 2017 Audit Report, seconded by Tony, carried.
- **Sewage Contract:** Larry declared a conflict of interest and retired from the meeting. Rodney took the chair and reviewed the proposal from Northern Interlake Pumpers. Diane moved to accept the proposal from NIP, seconded by Allan, carried. Larry rejoined the meeting.
- **Interest Policy:** Evelyn proposed changes to the interest on overdue accounts to 2% for 30 days to replace 1½ % for 15 days, and that pre payments may be made at any time. Evelyn moved to proceed with the change, seconded by Tony, carried. Don will prepare a draft wording.
- **Restaurant Food inventory:** Macky will ask the Managers if there is anything they wish for event supplies. The restaurant operator will then be asked if there is anything that he wishes to buy. After that the inventory will be advertised for sale in the Around Town.
- **Alcohol Inventory;** Macky will ask the managers about their interest in running the lounge on a weekend basis. Further action tabled.
- **Restaurant equipment inventory:** Macky will suggest to the managers that a current inventory is required and could be done jointly with them and the board. Any equipment which should be removed could be completed with assistance by board members.
- **Planned Events:** Macky will set up a meeting with the restaurant contractor and the managers to coordinate planned events and resolve any conflicts.
- **Letter of support for CDC:** Evelyn moved to provide a letter from the board, seconded by Tony, carried.



- **Non-payment policy:** Managers have approval to deactivate entrance cards for those who have been delinquent in their payments.
- **Indemnities for 2018:** The current rates will be continued for 2018:
  - Board members - \$13 per hour
  - Book keeping - \$17 per hour
  - Recording Secretary - \$15 per hour
  - Mileage - \$0.50 per kilometer
 These rates were moved by Diane, seconded by Allan, carried.
- **2018 Audit:** Rodney move to have Talbot Associates perform the 2018 audit, seconded by Diane, carried.
- **Truck Rental:** Evelyn moved to approve the truck rental contract at no increase of rates, seconded by Dan, carried.

**Accounts Payable:** The current bills were presented by the treasurer and reviewed by 2 directors. Dan moved to accept the items, Rodney seconded, carried

**Next Meeting:** April 25<sup>th</sup> at 7:00 PM at the RM office. Potential dates for continuing the policy review are: April 30, May 2, and May 4. This meeting will be scheduled for 1:00 PM.

**Adjourn the meeting:** Adjourned at 9:55 PM

Approved:

Date: MAY 15/2018

Secretary: Diane Bruce

Chairperson: YGA