

May 13th, 2025; Meeting of the Board and Executive Committee of the Crystal Lake and Community Association, 7:00 p.m. Zoom format

**Present:**

John Fernandes, President  
Chris Brickman, Vice-President  
Carol Ing, Treasurer  
Linda Mielewczyk, Membership Co-ordinator  
Sharon Brickman, Secretary

**Absent:**

Rainey Weidauer, Board Member  
John Hubbard, Past President/Board member

John Fernandes called the meeting to order

**Minutes:**

-Minutes from the April 17, 2025 Executive meeting were adopted (moved by Sharon and seconded by Linda), all in favour, passed. They will be sent to Jim R. for posting on the CLCA website

**Newsletter:**

-a final review of the newsletter was completed and it will be sent to the full distribution list shortly

**AGM:**

**Business portion:**

- Linda will provide an updated version of the deck shortly for review once all changes are complete
- the slide deck will be printed for the Exec. team
- Chris and Sharon to review TV/projector set-up at hall. Update; the TV works with a USB stick
- the content of the slide related to "Actions of the Executive 20204/25" will be sent to Members only, in advance (Mid-May);
  - routine business related to the administration of the CLCA, donations and umbrella group memberships (Music in the Park, FOCA, CEWF, NORKLA, Kinmount Pickleball),
  - updated Articles and Constitution as per ONCA (approved at 2023 AGM),
  - annual events,
  - ongoing buoy and welcome sign maintenance
- the financial information will be sent to Members only, in advance (mid-May)
- need to be at hall well in advance to set-up chairs, coffee, etc.
- membership table needs to be manned – Linda will likely require help with this

**Social portion:**

- request for photos in advance of AGM – to be sent to Chris
- planning for 75-80 ppl
- events team is doing shopping and pricing
- menu; wraps, cake, cookies, fruit
- disposable everything
- coffee machines and kettles available; need coffee, tea, etc. (some creamers available)
- plan for 6 tables to be set-up

### **Events:**

- Events team is working on recycled creation event for June 28<sup>th</sup> (1-3), including communications with Municipal staff regarding requirements
- Zina will provide pricing for a sticker to include Cottage Life as a sponsor versus a new sponsor board

### **Donation/Sponsorship requests:**

- Kinmount Pickleball has requested \$300 for a new net as they will be adding one court for this season, it was agreed that we would support this request
- The following on-going memberships and donations were approved;
  - FOCA and CEWF (both are based on membership #'s), NORKLA (\$25)
  - Music in the Park - \$150.00

### **Budget/Financials:**

- The current cash balance on hand is \$18,151.00

### **Membership:**

- memberships continue to come in, currently at 203 members
- it will be determined how to send information regarding the FOCA portal to members only

### **Website Sponsorship/Promotions:**

- awaiting follow-up from FOCA to determine how many members took advantage of the FOCA subscription and event offer

### **Corporate Constitution update (ONCA):**

- Articles and Constitution have been filed and registered Service Ontario
- All corporate annual returns have been brought up to date for current and previous years

### **Water Quality, testing, etc:**

- Shawn has agreed to take on the role of Lake Steward – welcome!!!!

### **Buoys:**

- map has been created
- buoys were in place for long weekend in May

### **Welcome Signs:**

- update since meeting! Crystal Lake road sign fell over and Chris and Mike have removed it for Repair and are making progress on this project

Next meeting – TBD

**On-going Items - provide updates as needed;**

**Advertising:**

-no update

**Emergency equipment/training:**

-no update

**Policies:**

-Chris and Carol have developed an accounting and travel policy which Chris that has been shared with the Exec./Board– we will move this forward to a future meeting

**Library Box:**

-consider south shore location in future (ie; store, boat launch)