

September 6, 2023; Meeting of the Board and Executive Committee of the Crystal Lake and Community Association, 7:30 p.m. Zoom format

Present;

John Fernandes, President

John Hubbard, Past President and Board member

Chris Brickman, Vice-President

Carol Ing, Treasurer

Linda Mielewczyk, Membership

Sharon Brickman, Secretary

Mike Leblanc, Board Member

Absent;

Rainey Weidauer, Board Member – Absent (provided input in advance)

Shawn and Nikita – absent – (sent input)

John Fernandes, President, called meeting to order;

Minutes:

-Minutes of May 3, 2023 Executive and Board meeting and August 13/23 Special meeting were adopted

Membership: Linda

-currently 270 paid members, this time in 2022, there were 288

-the annual membership draw took place and there were 25 winners, Carol advised that about 50% of the prizes have been picked up. A reminder will be sent to those who have not yet picked up their prize.

-following an e-mail reminder to those who paid '21 or '22 but had not paid in '23, 41 members signed up

2023 Budget/Financials

-The bank balance is approximately \$15.8k

-outstanding expenditures; welcome sign grass cutting (\$600+/-) and upgrades (materials only est. \$1k or less), administrative fees associated with Incorporation update

-awaiting input from Terry McKinnon on status of 2022 tax filing

Incorporation

-Status update; Chris to complete the required documents to ensure our Incorporation records are up to date (directors/officers), cost is \$290

-Carol to put place holder in the annual budget spreadsheet for every 2nd year, as a reminder to update the Corporate status documents following elections.

-Sharon/Linda will complete the required changes to the constitution and any other documents in order to conform to new legislative requirements, this will be done over the course of winter with the objective being to have this ready for the AGM in 2024

Lake Health/Environment/Water Levels:

Nikita provided a written outline of activities to date;

- 5 successful secchi disk readings completed plus 1 by Nolan Pierce (Trent U.)
 - water clarity; average of 5.4m (18') = good
- Nolan Pierce also did testing for phytoplankton and dissolved oxygen (D.O. appears to be similar to other years), awaiting updated results from Nolan
- Algae blooms continue to be identified but nothing toxic, these may result from increased phosphorous loading
- Nikkita attended the NORKLA meeting on Aug.26th; main topics; boating safety, transporting invasive species, shoreline health
- climate change continues to be a concern with the potential for additional invasive species. Our lake is considered healthy, however, testing and monitoring is important to maintaining lake health
- problematic behaviours noted; reckless boating habits, shoreline impacts, littering, irresponsible fishing (leaving lines and lures, lead equipment), invasive species transfer, loon health
- Shawn had made the suggestion in advance of the meeting that CLCA acquire a large quantity of non-toxic sinkers and jighead for distribution in 2024. We could consider purchasing moulds and having an event of making and painting these items

Social Media:

Facebook;

- trending items; loon family tragedy, vessel operations (speed, wakes, erratic behaviour, shorelines impacts), events and photos
- Chris provided some background history on the facebook page; it was started in 2012 by Christine as a personal page, over time, the page has taken on the identity of a "CLCA" page and has been managed as such to a large degree, however, the original "ownership" remains unchanged
- there was a discussion on monitoring, management and oversight options
- It was agreed that;
 - The FB page generally provides a benefit to the members and to CLCA in providing information to our members
 - The original intent of the FB page is to provide for the sharing of useful information for our users/members, it was never intended as a forum, complaint board, business development tool or a fundraising site, it was agreed that this premise should continue
 - The buy and sell page provides additional opportunities for people
 - The FB page is taking an inordinate amount of CLCA time/energy and some changes are required to clarify the purpose and rules and to remove some of the subjective nature to decisions related to management and monitoring
 - Chris will review the rules to ensure they are clear, post the rules and ensure compliance with the rules.
 - additional discussion is required regarding management and oversight, this will take place at the next meeting

Personnel:

- On August 12/23 a Special meeting of the Executive and Board took place, the resignation of a board member was accepted. Subsequently, John Hubbard was appointed as Board member and Past President
- Mike Leblanc tendered his resignation from the Board effective September 30th, 2023. Mike advised that he would continue working with the CLCA as needed and intends to complete the repairs to the Welcome Signs
- the Executive and Board expressed regret at his decision but accepted his resignation. Subsequently, John Fernandes was appointed to the dual role of President and Board member

Digital footprint and security: status update

- Carol advised that all of the 2022 budget and financial information has been updated on dropbox
- Linda will connect with Chris to get the required code to access dropbox so that she can store her back-ups
- Linda will share her e-mails passwords on dropbox (membership and newsletter)
- Sharon advised that minutes are all on the website as a back-up
- Chris and Carol both have dropbox access
- additional items that we need to ensure we have back-up for; facebook, paypal, membership distribution lists?

Welcome sign repairs;

- Mike is working on the required repairs to the signs, some of the posts have been sanded, filled and painted, the actual signs need to be removed and assessed. A local artist will look at the mural area and see if she is prepared to volunteer her time to “retouch” them.
- It is hoped that costs will be minimal ie; some supplies only, Mike advised there will be no labour costs for his time

Membership and Board/Executive surveys;

- it was agreed that an anonymous general membership survey would be of benefit to CLCA as a tool to shape future CLCA priorities and to understand what expectations are from our membership
- further discussion will take place regarding the format of a Board/Executive survey following the creation of the survey questions
- Rainey and Linda will proceed with creating drafts of the surveys and will bring them to a future meeting for discussion and approval

Events/Activities;

- Spring Dance/Name That Tune; successful event – good feedback
- Spring clean-up; May 13/14; good participation
- Canada Day; July 1st successful event
- Haunt the Dock; good event, lots of participation – Chris to forward pictures to Jim
- maps, magnets, bins distribution; going well

AGM; June 19th; good feedback on presentations

Twp. Updates/political environment;

- annual Trent Lake ratepayer associations meeting to take place September 26th Chris will follow-up to determine prep. required and seek input through e-mail

Buoys;

- Chris will complete the map and distribute it this fall
- the low water buoys have been put in place

Correspondence;

- letter from member re: speed limits on Crystal Lake and Galway roads has been forwarded to Twp. staff for follow-up

Agenda Items that are being forwarded to next meeting due to time constraints;

Emergency equipment/training:

- old pump status
- new equipment discussion; auger purchase, pump, transfer pumps
- First Aid;
- Firefighter Recruitment

Executive/Board:

- structure and communication within the Board and Executive Committee

Sponsorship:

- review of sponsorship/advertising fee structure and benefits

Next meeting date; September 27/23, 7:30, zoom

On-going Items - please provide updates as needed;

Financials:

- 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 fall meeting

Insurance:

- John H. is reviewing our policy related to some clawbacks – may be additional cost of \$200ish

Library Box:

- Chris is going to talk with Trent Lakes staff regarding possible updates on boat launch status
- still in limbo

Welcome to Crystal Lake Brochure:

- the original document that Sarah created is now in dropbox
- Linda is going to review this for required updates and get input for revision

Possible Future Events:

- preparation of a CLCA calendar
- rock bass derby
- poker run
- lighted parade
- canoe race

Derelict Dock Removal:

- Sharon followed up with a response to the person that suggested this project, we will not proceed in 2022. To bring to a future exec/board meeting for discussion
- Sharon to do some research on affects of un-encapsulated foam products