

December 6, 2023; Meeting of the Board and Executive Committee of the Crystal Lake and Community Association, 7:00 p.m. Zoom format

Present;

John Fernandes, President/Board Member
John Hubbard, Past President/Board member
Chris Brickman, Vice-President
Carol Ing, Treasurer
Linda Mielewczyk, Membership
Sharon Brickman, Secretary

Absent;

Rainey Weidauer, Board Member

John Fernandes, President, called meeting to order;

Minutes;

-Minutes of October 30th, 2023, Executive/Board meeting (amended) were adopted, they will be sent to Jim R. for posting on the CLCA website
-confirmed the September 6th minutes have been posted on the CLCA website

Membership; Linda

-no update required

2023 Budget/Financials

-The bank balance is \$14,088.66. We have received all the current year's invoices
-Ethan Strong invoice; received and paid.
-PayPal balance \$1,191.44 - this balance will be brought into the bank by end of Dec./23
-Total cash balance \$15,280.01
-Linda has forwarded the 2023 membership #'s to Carol, she will reconcile the prepaid portion in early January/24
-2022 Tax return has been filed with CRA.
-Carol will complete the final filing with CRA for the name change

Incorporation

-Chris has completed and filed the necessary Director and Board personal/contact information, confirmation has been received. Cost is \$290
-Sharon/Linda will set a date in the New Year to begin the process to 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

Welcome sign repairs;

-John D. and Rainey will proceed with repairs and discussion with Mike Leblanc (to determine work completed to date and get input on the project) over the winter months.
-A heated shop is available for completion of the repairs

Emergency equipment/training:

- Rainey will proceed with the purchase of an 8” auger, Rainey is checking on a few options for purchase and if successful will purchase the auger and bring it to the Fire Hut.
- Sharon will make a minor amendment to the “emergency team” recruitment e-mail to members and forward it to Linda for distribution to the membership e-mail list
- Sharon determined that there is a North Shore family willing to house a 2nd pump, if one were purchased in the future.

Buoys:

- Chris will complete the map and distribute it as soon as she is able

Digital emergency plan and security:

- this project as been completed

Social Media:

Facebook;

- Chris provided an outline of the history and background related to the creation and evolution of the “Crystal Lake CLCA” facebook page.
- Chris will complete necessary rebranding to the ensure that there is a clear division between the Crystal Lake Community Association Inc. and the “Crystal Lake CLCA” facebook page which is administered/managed by Chris. -
- This will include a name change and removal of “CLCA” references in the rules, etc.
- It was determined that moving forward this will no longer be a standing business item on CLCA agendas
- Chris will provide some (3 or 4) name options for Board input

Membership Survey;

- Linda is creating a draft message outlining the survey results and any follow-up/action that CLCA is planning to take to address questions, suggestions, etc. This will be circulated to the Board for input and when finalized will be sent from the general CLCA gmail account to the newsletter distribution list
- Linda has requested that Shawn/Nikita prepare a brief outline of water/environmental related information to include in the follow-up as many people expressed interest in this type of information

Events/Activities for 2024

- there were many suggestions made through the membership survey for future events
- at the next meeting we will focus on events for 2024
- In an effort to create an events group and bring in new people and energy, Linda will request (in survey response e-mail) that those who said they would like to volunteer respond by email

Lake Health/Environment/Water Levels;

- Lead Sinkers Program;** Shawn was given approval to buy non-lead sinkers/jig heads

Sponsorship Fee structure;

- after a brief discussion, it was decided that we are content with the current fee structure

Executive/Board;

- communication within the Board and Executive Committee; after a brief discussion, it was decided that as all Board members were not in attendance, this topic would be moved to the next meeting

Next meeting Wed. January 31/24; Zoom

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

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

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