

**AGM November 5<sup>th</sup>, 2014 – Draft Minutes**  
**KW Granite Club**  
**7:30 pm**

Board Members/coordinators in Attendance:

Jennifer Knight  
Melissa Hilton  
Scott Webb  
Rachel Gondosch  
Paul Vlasschaert  
Alison Gilmour

1. Motion to accept agenda – by Frank Zorzitto; second by Willy Nassau
  - a. Motion accepted by all in attendance.
2. Minutes accepted - motion by Peter Lasmanis; seconded by Mary Whitney
  - a. Motion accepted by all in attendance.
3. Pool report – Laurel Lavell (presented by Jennifer Knight)
  - a. Alexandra Head guard this year – excellent job again.
  - b. report presented by Jennifer Knight on behalf of Laurel Lavell
  - c. Summarized a very successful summer with all the activities at the Pool.
4. Tennis report
  - a. We don't have a tennis coordinator – Jennifer Knight is currently filling this position – need a volunteer for this position – interested parties should contact Jennifer Knight.
  - b. Jennifer presented the report
    - i. included group adult lessons in the budget
    - ii. Tennis courts were resurfaced by Court Specialists and was done after the berm was completed by the school board
    - iii. Lines were added for a pickle ball court
    - iv. \$23,300 plus HST; explained the terms of the warranty
5. Social committee report – Erin McKechnie (presented by Jennifer Knight)
  - a. The report summarizing many successful events including adult nights, Santa visits and Christmas cookie exchange were summarized in the report presented by Jennifer Knight
6. Motion to accept the reports – Barry Reville; seconded by Scott Webb (passed)
7. Treasurer's Reports - Scott Webb, Treasurer, presented Budgets, Audited Financial Statements; Balance Sheets

- a. Cash on hand is being invested in short term GIC
- b. The one property that owes back fees – we have a lien against the property which will include the
- c. Liabilities decreasing
- d. We pay HST and we get 99% of the HST (city takes 1% as an admin fee) – we have to remit 100% to CRA
- e. Income Statement –
  - i. Revenues: ice cream sales and bday parties
  - ii. 2013 – we replaced the heater on the pool so the maintenance was higher than average
  - iii. 2013 – higher legal fees was left over from the work for the SSL work by the city
  - iv. grounds and maintenance went up – we have to pay to have the grass cut \$40 per cut – every 2 weeks it is cut (approx. \$1000 is lawn cut; \$250 to have the hedge cut)
  - v. expected for 2013 – Ian Brown asked about tendering
  - vi. we need to pay someone to do the lawn cutting so we pay for it
  - vii. bank charges – admin fee for 1% of our fees that the city
  - viii. office supplies – garbage bags, cleaners etc end up in that budget line
- f. Statement of cash flow reviewed – decrease in cash was due to paying off the HST liability
- g. Review of various items:
  - i. Forecast fees for 2014 - \$354.38 fee per household
  - ii. other revenues sign higher than budgeted because sold more ice cream but also we got the summer job student grant so that meant that we had higher increased revenue
  - iii. budget is what was expected and forecast is what we think will happen by the end of the year
  - iv. good news on the pool maintenance and repair – the pool was closed as quickly as possible in 2013 and therefore the pool didn't take a lot of work to open in 2014 (cost less) – thanks to Alexandra (head guard)
  - v. programs and crafts – we hadn't budgeted for the adult nights but now we are including that in the social activities budget
  - vi. Tennis wages higher than we thought – we had 6 or 7 weeks rather than 5 weeks of lessons and we included adult lessons
  - vii. Tennis repair came in under budget
  - viii. Grounds maintenance – we need to concrete work for tennis area – budgeted for it and didn't
  - ix. Pool costs – toilet was running so water is more; trying to get a handle on it – 18% higher usage
  - x. Telephone costs were lower
  - xi. Heater wasn't working in 2013 – perhaps that explains it
  - xii. Legal fees \$100 (audit asked for some things from the lawyers)

- xiii. Reordered cheques this year – batch ordered for 5 years so our costs were higher this year
  - xiv. Social events – bbqs, meeting like tonight
  - xv. Good news is some costs have been moved from 2014 into 2015 – expect to spend more in 2015 than revenues
  - xvi. Wanted to keep the fees at the same level as in 2014 – similar revenues
  - xvii. Swimming pool wages are 10% higher in 2015 because of the way labour day falls September 7 so the pool will likely be open for a week longer
  - xviii. Guard wages have gone up in line with inflation (not huge)
  - xix. Maintenance and repair - \$11,000:
    - 1. Need toilets
    - 2. Big cost is repainting the pool itself
    - 3. Tennis court – move the amount for the steps into the tennis court area
    - 4. \$9000 to paint the pool – empty it, sand it
    - 5. we have one estimate and will get another at least
    - 6. may not do it in 2015
  - b. would have to be done in the fall or before the end of may
  - c. very specialized – might not get done in 2015
  - d. budgeted more for the pool (refilling it)
8. Spring AGM – used to have AGM in both spring and fall, with the financials being delivered in the spring
- a. Could do spring agm – discussion about that – general consensus was that, instead of adding an additional meeting we can just send out financial information prior to the fall AGM
9. Scott Webb – suggested a motion to send out the financial information before the summer opening BBQ and have a short explanation at the BBQ ; Barry Reville brought the motion; Marianne Heinze seconded the motion – passed by those present
10. We've been able to manage the excess costs because we have a reserve – 2 big expenses in 2 years back to back – pool painting and tennis courts – our capital expenses will be much lower in the years after – see the capital expenditure reports
11. Discussion of buying further GICs:
- a. Barry Reville asked if there is a plan to buy anymore GICs
  - b. After the SSL we wanted to have ready cash to pay big things
  - c. Concern also is that if we make more than \$2000 in interest we have to pay income tax
12. Stormwater credit from the city of Waterloo – called the city to ask about sewer fees
- a. We can apply for a storm water credit

13. Discussion of areas to hold executive meetings:
- a. City – get one room a month in Kitchener – could try the library for non profits
  - b. Sobey's has a community room as well
  - c. Could get those for free for executive meetings

14. Motion to accept the proposed budget for 2015 Barry Reville; seconded by David Borowski; all accepted

15. Nominations for the positions:

President: Jennifer Knight

Vice-President: Melissa Hilton

Membership: Barry Reville

Communications

Webmaster Paul

Member at Large open

Tennis: open

Motion to accept the executives – Barry Reville ; seconded by Jessica Thier; passed.

16. Playground issue:

It's a matter of funding – need \$50,000 to make it happen; numerous in kind donations have been made.

Grant applications to go in.

There's been discussion about asking people to donate to this

17. Key dates:

November 8, 2014 – breakfast cleanup and social; bring a rake

Santa visits in December

2015:

May 2<sup>nd</sup> breakfast

Garage sale

Pool opening Frid May 29

June 10 BBQ

June 26 start of swimming lessons.

18. Issue of Student Rental homes:

Frank Z – deterioration in some homes that's distressing – parking on apron on driveways, bedsheets are curtains, not cutting lawn, creeping deterioration is entering the neighbourhoods. 3 houses – suggest calling bylaw officers – if it can be dealt with by bylaws

Garbage – try to deal with it neighbour to neighbour

Jeff Henry – city councilor – neighbour to neighbour

- rental properties – the city is discussion – maybe the association can do something positive

Discussion about sending out something via a flyer – adult nights, pool, and also what it means to be part of the community – looking after the property – send it to the exec via email – Alison Gilmour will put together a paper flyer to deliver

Paul Vlasschaert motioned to adjourn the meeting ; Frank Zorzitto seconded, accepted.

Adjourned at 8:45 pm.