



**Minutes for the Orchard Heights Homeowners' Association
Board of Directors Meeting
Thursday Feb 10, 2022**

Board Member	Position	Present	Absent
Andrea Amaro			x
David Blakey	Vice-President	x	
Angie DeLuca	Secretary		x
Afsaneh Dhalla			x
Tonya Elmazi	President	x	
Dominique Giliberti			x
Janet Jackson	Vice-President	x	
Mike Kuliszewski			x
Zein Lavji	Treasurer	x	
Lawrence Pinkney		x	
Stacey Reason			x
Caroline Secko			x
Raya Shadursky		x	
Grant Stidwill		x	
Tisa Zabarylo			x

Meeting Called to Order at 7:36 pm

1. **Acknowledgement of quorum** – Tonya acknowledged we have a quorum with 7 board members present
2. **Reading of the Indigenous Land Statement** - Tonya
3. **Approval of minutes** – Nobody has seen the minutes from the January 13th board meeting so this action is deferred until next month's board meeting.
4. **Survey Monkey results regarding changes to board meeting scheduling** - 75% of board members prefer Tues meetings. 7:30 is a good start time. Updates on items relevant to the meeting, including the agenda should be sent out one week prior to meeting date.
5. There was discussion of whether board meetings should occur quarterly, monthly or every 2 months. Some opined that it should be doable by board members to attend 9 meetings per year (every month except July, Aug and Dec). Others suggested that with the existence of committees – the need for board meetings could reasonably be decreased to 4 to 6 times per year. Although a motion to go to 4 meetings per year was raised and voted in -- it was agreed to get clarification from more members of the board on this point – and Tonya will send out

survey with results being shared at next board meeting in March. There was also discussion about the code of conduct regarding attendance of meetings. How are the missing more than 3 meetings rule applied --- calendar year basis, or from AGM to AGM – or 12 months from date of last AGM? Should the code of conduct attendance requirement be changed to accommodate busy schedules of board members – or should there be a minimum requirement to ensure engagement of board members who choose to occupy a board seat? Next meeting will be in March on the 2nd Tuesday.

6. **Infrastructure Meeting** - Discussion about date of next infrastructure meeting – and it was confirmed it will occur on Saturday Feb 26 at 10am. A question was posed - do we get involved in minor variances? Lawrence mentioned we shouldn't because we are an independent organization. Janet mentioned we need to be involved in certain things because it impacts the members of the community. Grant mentions the more people involved the councillor will listen more especially regarding lot splitting. David mentions that each variance request is treated as an individual request as opposed to bundling all the minor requests into a larger package for consideration by the Committee of Adjustment. (1706 Lincolnshire as an example). The infrastructure committee will develop a suggested approach to present to the board on how to address both the lot splitting issues surfacing as well as the trend of multiple minor variance requests submitted to the CoA for the same property, being treated as separate individual requests – with the outcome usually being approval.
7. **AGM Subcommittee** – Janet to send an email to board members who volunteered to serve on the AGM subcommittee to arrange a date to meet. The committee needs to determine what we have accomplished and what our plans are for the rest of 2022. Janet to build the slide deck for the AGM. The committee will also determine the involvement of the politicians at the AGM.
8. **Board members signing of Code of Conduct update** - Tonya waiting for one person to sign code of conduct.
9. **Insurance update** – Tonya and Zein to work on financials and they are almost done. They are doing the budget as well. Wanted to complete 2021. The insurance form required information about financials – and Tonya advised she would get this done and over to broker right away. Janet mentioned April 1 is the effective date for city insurance renewals – so important to get this insurance secured by this date.
10. **Governance Policies Completed/Outstanding** – Tonya just waiting for the financials. Policies created to be discussed at the upcoming Governance meeting. Feb 15th is the scheduled date for the Governance meeting to be held 6:30pm-7:30pm
11. **Membership subcommittee**- Tonya sent an email soliciting idea on driving up membership and 2022 membership renewals and got no response except for David. Mike and Andrea. Afsaneh and Angie are also part of this committee. Andrea will be asked to work on the auto renewal process idea using credit cards. Tonya will have an update at the next board meeting.

12. **Events committee** – Dominique is absent so will ask for an update relating to what events they have planned for 2022? Tonya mentioned how can we piggyback on these events to secure donations. Tonya will touch base with Dominique. There was discussion that it is important to approach any potential sponsors for upcoming events before end of March to get the larger donations as March is the timeframe larger organizations usually set their annual budgets.
13. **Neighbourhood Beautification** – Should this be part of the infrastructure subcommittee?
Steven is donating \$500 for the bulletin board, and we raised \$374.49 on Poinsettia's fundraising events. Tonya pretty sure the cost of the bulletin board we want is \$1000. Are we good to pay for the rest from OHHA funds? Chess tables are coming in the spring. Who will order the bulletin board? (David to order). Installation is free from Brian. Steven is okay with this. City just needs to confirm the location of where placement should be. Hopefully get this done by AGM date.
14. **Street Sign** – No updates from David. Tonya mentioned that Steven is okay with this idea. The street sign logo and name to be discussed – as well as how and what it should look like and the process and timing. One suggestion by Grant is perhaps use an apple to represent the apple orchard history of OH. Lawrence and Janet mentioned to have story about the orchard and its history and possibly go out to the community via a contest – to name the signs and suggest logo ideas.
15. **Financial Update** – Zein advised \$2600 is our current bank balance. Financial statement to be done in a week. \$4.95 is the recurring monthly fee. Zein has investigated each of the other financial institutions and says TD is the lowest rate. Suggestion was made to look at Credit Unions as an alternative. E-transfer charges occurs when funds are being reimbursed but not when the account receives money.
16. **Ice rink** – Raya says that older boys are monopolizing the rink and using it as a hockey rink. Families are having trouble getting ice time because of this. Discussion that we should look into using the tennis courts as an ice rink next year. Tonya mentions that there should be a sign-up system so all residents can enjoy the use of the skating rink. This rink is considered a city rink and is not just for the exclusive used by the neighbourhood itself. Also discussed idea of possible basketball courts introduced to the park. Why aren't the washrooms at the tennis courts open and available for users of skating rink? Tonya sent a message to Leanne and apparently this decision is up to the city

Meeting adjourned at 8:51pm by Tonya