

LCCA Annual General Meeting Minutes

Meeting Date: October 5, 2024, 10:00 a.m. to 11:00 a.m.

Purpose: LCCA Annual General (AGM) Meeting

Attendees: Board members: Rob LePage, Ron Schuurman, Brenda Schuurman, Denise Dickin, Mary Ann Deebank, Karen Berends, Rick Driffield, Yvonne Taylor, Kelly LePage (Interim Secretary)

Absent: Laurette Woods

Total of 44 members attending (including above-named Board members and 1 proxy appointment)

AGENDA	
Item	
1)	Call Meeting to Order and Welcome to our members
2)	Introduction of Board Members
3)	Minutes of SAGM May 2024 – Adoption of Minutes
4)	Director's Reports
a.	Financial - LCCA and LCCB 2024/25 Financial Statements and Budget
b.	Communications
c.	Membership
d.	LCCB Board
e.	Building Forward
f.	President – LCCA and Recap
5)	Approval of the Actions of the Board
6)	Member's questions and comments
7)	Announce date of Semi-Annual General Meeting and Adjournment
8)	2024-2025 LCCA Board Nominations
a.	Nominations from the floor and Recommended slate

STATUS INFORMATION	
Period Covered by the Minutes	
May 2024 to October 2024	
Minutes Submitted By	Date Submitted
Kelly LePage	October 7, 2024

Item #	Subject
1+2	Call to Order: Rob LePage, President: Rob welcomed the membership and thanked everyone for attending. Rob introduced the members of the LCCA Board and acknowledged a few Board members and volunteers who are moving on. Lonnie Potter and Diane Daly will not be standing for re-election. Rob thanked Lonnie for her excellent work as our Secretary and Diane Daly for her support as Director at Large. As volunteers, Dawn Goobie was thanked for managing our previous ticket sales process and Tom and Sue Heideman were thanked for setting up and managing the LCCA website and handling the newsletter advertising sales.

Item #	Subject
3	Adoption of the Minutes of Semi-Annual General Meeting of May 4, 2024: It was moved by Jane Brown, seconded by Gord Boutillier, and carried: That the minutes of the SAGM of May 4, 2024 be accepted as circulated.
4	Board Reports and Updates: a. Financial Director – Brenda Schuurman: The LCCA and LCCB Financials were presented, showing our cash position as of September 30th, 2024. • Current bank balance is \$65,000 • We also have three GICs (one GIC for \$31,000 in LCCA for reserve/emergencies; two GICs in LCCB totalling \$47,000) Building Forward Campaign financials: • Total received as at October 4, 2024: \$78,724.62 ○ Monies spent: ▪ Roof repairs ▪ Tree cutting and pruning ▪ Parking lot repairs, sealing and line painting ▪ Many other repairs and minor upgrades Total spent <u>\$34,227.00</u> ○ Remaining funds are \$44,497.00 to be earmarked/spent on capital repairs as required. Brenda presented a pie-chart showing the breakdown of expenses. Majority of our expenses are for insurance and taxes, of which we have no control over. The next largest expense is for building and property maintenance, including outdoor maintenance, cleaning, minor repairs. Next expense is utilities in which we have limited control. Next expense is General and Admin which includes paper and cleaning supplies, photocopier supplies, subscriptions for website and accounting, AED supplies. Event expenses are the cost to run the events. The actual income was presented, along with the 2024/2025 budget. We had an income of \$175,000.00, including donations to the Building Forward Fund. Without those donations, income would have been \$134,000.00. Brenda explained the difference actual vs budget for the upcoming year. Our total expenses were \$143,000 (not including BFF). There will be a shortfall of approximately \$15,000. Tax and expense/income reporting has been streamlined due to new Financial Director and new Accountant for this year. LCCA is currently looking for cost cutting measures to mitigate the projected loss.

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b.	Communications Director – Denise Dickin Denise explained that the Communications Director role is new, and mandated to provide information and updates to members via various platforms, including Newsletter, Website, Facebook Hub, Email updates, Digital sign, etc. Denise introduced and thanked the many volunteers who help her get the message out to members. Tom and Sue Heideman were again thanked for all their work on the LCCA Website and introduced Mike Argue as our new Webmaster. Denise announced that after 2 years of hard work, LCCA now has updated Articles, By-laws and Policies that meet the upcoming ONCA (Ontario Not-for-Profit Corporations Act) requirements. Updated Policy Manual was emailed to all members in September 2024 and Articles and By-laws were circulated to and approved by the membership in 2023. All the updated documents will be in a binder in the library and posted on the website. Denise asked attendees to complete the provided survey so we can continuously improve the meeting experience.
c.	Social Director – Laurette Woods (Presented by Brenda Schuurman) Laurette wanted to thank the many wonderful volunteers that make up the Social Committee for all their hard work, dedication and creative ideas. Many new event ideas are being discussed, and few of the very successful events from the past will be re-visited again in the future. As always, volunteers are very welcome to help with set-up, event running and clean-up, and the Social Committee is very open to exploring new and exciting event options. They are currently looking for Mix n' Mingle hosts for our upcoming/monthly events. Please see Laurette if you are interested in hosting, or learning more. Evaluation forms are available at most events so the Social Director and committee can make your event or activity experience more enjoyable.
d.	Membership Director – Karen Berends Karen thanked the Street Captains for all their hard work during the membership drive through the summer months. The new process of sending email 'invoices' and reminders to all members via a dedicated email address was instrumental in streamlining and improving the membership renewal process. Future plans include implementing our new 'Zeffy' system for membership renewal to further streamline the process. Currently we have 460 active members. The breakdown includes 182 Family memberships, 95 single memberships and 1 Newsletter only member. We've lost 65 members this year. Mostly due to moving away or member death. Karen asked that members welcome new neighbours and give them information related to LCCA. Karen has contacted local Real Estate agents and asked them to introduce them to LCCA and/or buy their first year membership for them.

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e.	Booking Director – Mary Ann Deebank Mary Ann explained that 2024 has been a very busy year in the Centre with many activities and events taking place. There are regular activities scheduled every weekday and Mary Ann encouraged everyone to check out the posted and regularly updated calendar for more information. As well regularly scheduled activities, member volunteers have organized and held craft and painting activities, workshops, euchre afternoons and more. If members are interested in organizing and holding an event for members, please contact Mary Ann for availability and guidance. The centre has also been booked for personal celebratory events, Condo Corp AGMs, etc. It was also explained that as a member of LCCA, the Centre is also available to be rented for a private event at a reduced rate, once per year for a 6 hour segment. Mary Ann explained the availability of the Laguna Lounge and the Birch Room. She sent out a big thank you to all the activity and event leaders for their dedication and support. A question was asked about holding an event that includes non-members and Mary Ann explained the policy regarding Special Occasion Permits and required additional insurance.
f.	LCCB President – Ron Schuurman LCCB Board has been very busy since our last meeting in May. A shed has been removed and a second shed has been re-furbished, furnace motor has been replaced, yearly plumbing checks, tree removal and pruning, clay tiles on the roof have been cleaned and repaired; roof repair over the Yacht Club; annual Spring Cleanup in June; parking lot repair, sealing and painting; new drainage trench was created to mitigate flooding in the north-east corner of the parking lot; solar lights installed in the parking lot; second handrail installed to Laguna Lounge; Ron thanked Jane Brown for the acquisition of new flags; front (electric) sign has been repainted. Currently dealing with a recurring leak and plans are in place for that repair. B Board is also working on replacing the 'hanging' sign by the road. A new design has been created by Tori Berends and work is in progress to construct and erect the new sign. Ron thanked the B Board members for their time, dedication and hard work keeping our space functional and safe.
g.	Director at Large – Yvonne Taylor – Building Forward Campaign. Yvonne explained the history behind the need for the Building Forward Campaign regarding the effect of the Covid shutdown on LCCA. The long-standing history of members' generosity and support has been very much appreciated as we endeavour to keep our aging Centre as a functional, healthy and safe space to gather and socialize. As mentioned earlier, over \$78,000 was donated towards this fund and will help us with Capital expenditures to meet these goals. Yvonne introduced the Tree of Life as a creative means to acknowledge our member's generosity. This tree will represent the strength and 'life giving' of our LCCA membership and will be a graphic display of donor's names on the tree's leaves organized by donation levels. Yvonne acknowledged that while the original goal of \$100,000 was not quite reached, the dedication, and skillful and resourceful management of the LCCB Board, has resulted in our costs coming in a little less than anticipated.

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h. 5.	With that in mind, the Building Forward Campaign will shut down at the end of 2024. Members were reminded that if they would like to increase their donation level, the campaign is still open for a couple of months President – Rob LePage Rob thanked all the Board Members for their support and dedication through the last year. He also thanked the many volunteers, and the event and activity leaders for making LCCA an active, healthy, fun and vibrant place to gather. He explained that at times, LCCA has been asked to share their opinion or comments on community matters such as Township decisions, roads, sewers, shore walls, and many other issues. LCCA, as an Association, will refrain from stating an opinion on such matters, but will direct our members to source information, where available, so that they may make their own decisions. Rob thanked the membership for coming out to the meeting, and for supporting and motivating us with suggestions and ideas to help us improve. He also asked members to encourage their neighbours and friends to check us out and consider joining LCCA. Approval of the Actions of the Board: Requesting a motion to approve the actions of the Board. Motion made by Jacquie Vesh and Seconded by Gord Boutillier. By a show of hands, Motion carried.
6.	Member Questions - Rob LePage: Rob asked for questions or comments from the members. <i>Question from Dave Hinschberger regarding status of STR's in Lagoon City. Rob explained that this issue was not in LCCA's purview and directed Dave to contact Ramara By-Law office.</i>
7.	Announce date for SAGM and Adjournment – Rob LePage: The Semi-Annual General Meeting is scheduled for Spring 2025 with details to follow. It was moved by Jane Brown, seconded by Gord Boutillier, and carried: That the meeting be adjourned. The meeting adjourned at 11:00 a.m.

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8.	Board Appointments – Rob LePage: No new Board nominations were received prior to the AGM. By a show of hands, current Board was asked if they would agree to stand for re-election. It was moved by Bill Kahler and seconded by Jane Brown; and carried: That Brenda Schuurman, Ron Schuurman, Denise Dickin, Laurette Woods, Karen Berends, Mary Ann Deebank, Rick Driffield and Yvonne Taylor be re-elected to a position of Director, LCCA Board. Rob LePage will continue his term as President. One nomination was received from the floor. Jacquie Vesh requested election to the Board. It was moved by Lorne Hemphill and seconded by Gord Boutillier, and carried: That Jacquie Vesh be elected to the position of Director, LCCA Board.