



Meeting Agenda

April 6th, 2023, at 10:30am

Location: Canoe Club

Meeting of The Canoe Club, Inc.

Meeting Facilitator: Missy Jonson

Board Members: Jennifer Harrell (Not Present), Missy Jonson (President), Ted Muhlner (Secretary/Treasurer) and Lela Newey

Attendees: Maggie Penner (HOA Manager)

- I. Call to Order (Missy) – 10:29am
- II. Review and approval of meeting minutes: 03/09/2023
Missy motioned to approve the minutes. Ted seconded the motion. All were in favor.
- III. Maintenance Report – None
- IV. HOA Manager Report – (Maggie)
 - a. AED Update
 - a. Waiting to install. – Need signage and child turnkey.
The Board recommends that the AED is installed as soon as the other items arrive.
 - b. Hot Tub Repair –
 - a. Tom discovered a leak. Will be shut down April 17th-April 19th.
 - b. Closed April 1st-3rd from pump room equipment failure.
 - c. Community Event Calendar –
 - a. Movie Monday – Movie, popcorn, lemonade, etc.
 - b. Summer Kickoff – BBQ, yard games, music etc.
 - c. Paint & Sip Night – Contract w/ Topsy Brush
 - d. Summer Photography Contest
 - e. Monthly Trivia Night
 - f. Community Chili Cook Off
The Board was in support of a community event calendar. Yard games will be purchased for the clubhouse for the summer.
 - d. Gym Tune Up/ Deep Clean –
 - a. Scheduled for May. Will likely close the facility for a few hours.
 - b. Deep clean of the entire gym will be scheduled shortly after the tune up.
 - e. Window Cleaning –
 - a. Looking to schedule for May/June with Premier Cleaning
The Board would like to have quotes from other cleaning companies before scheduling.

- V. Financial Report (Ted)
The Board reviewed the financial statements and found them to be in good standing.
- VI. Old Business
 - a. Theater Cabinet Pricing Review
 - b. Paddleboard Quotes
 - c. Seasonal Office Employee Wage Analysis
- VII. New Business
 - a. Theater Cabinet Pricing Review
The Board reviewed additional storage for members and staff in the theater room. This will move forward as a fall project for Tom. Lela motioned to approve. Ted seconded the motion. All were in favor.
 - b. Canoe Club Reservation Review
The Board reviewed the amended Canoe Club Reservation Contract. Missy motioned to approve. Ted seconded the motion. All were in favor of the updated contract.
 - c. Annual Meeting Planning
The Board updated the manager on annual meeting procedures. The manager will begin to work on planning and will review the bylaws to determine the upcoming date.
- VIII. Open Forum – None
- IX. Adjournment - 11:20am
- X. *Executive Discussion – Did not take place.*

Upcoming Meeting Schedule: March 16th @ 10am