



## ***Meeting Agenda***

**August 29th, 2023 at 1:00pm**

**Location: Canoe Club**

Meeting of The Canoe Club, Inc.

Meeting Facilitator: Missy Jonson

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

Attendees: Maggie Penner (HOA Manager)

1. Call to Order (Missy) – 1:50pm

2. Review and approval of meeting minutes: 07/26/2023

*Missy motioned to approve the minutes. Jen seconded the motion. All were in favor.*

3. Maintenance Report – (Tom)

Projects:

1. Cabinet build in boat house. Just needs locks and lock hasps.
2. Chair cart build.
3. Flood repair
  - a. Clubhouse: Attach base boards were removed
  - b. Women's restroom: repair hole in the wall in women's handicap stall.
  - c. Hot tub: Repair pipe that leaked, replace Chemtroller, mount controls on a 1x4 attached to the wall, replace heater control touch pad.
  - d. Mechanical room: repair wall behind mop sink, glue mop sink drainpipe (one elbow was never glued when the Clubhouse was built), attach mop sink, fix equipment drains.
4. Pool Plaster repair. We had a section of the plaster come off the wall. I was able to repair the affected area, however it is just a band aid to get us through the season.

On Going Projects:

1. Theater room equipment and remote. :
  - a. The touch pad was obsolete and no longer supported for new equipment.
  - b. After doing research the Sofabaton remote met the requirements. (Replaceable batteries, ability to record macros, robust, current codex support).
  - c. The touch screen was replaced with an IR receiver.
  - d. The Achilles heel in the system is the projector. It is very slow on startup - not knowing the system a person will randomly pressing buttons thinking that things

are not working causing those things not to work. Also, the projector requires a "double click" to turn off - if the remote is moved away from the IR receiver to quickly it will not turn off and get out of sync.

- e. The long-term solution is a remote that works off a RF (radio frequency) instead of IR (infrared light). Replace the projector with a higher-end projector. For now, better directions, posted - in a frame to make them visible.

Future Projects:

1. Stain the Southern and Eastern exposure of the Clubhouse. Stain the Eastern exposure of the boat house.
2. Touch up the sealer on the pool deck.

4.HOA Manager Report – (Maggie)

a. Pool Schedule

- a. Pool to stay open through the weekend after Labor Day. Last day September 10<sup>th</sup>, 2023.
- b. Panorama Pool to give us bid after site visit next week.

b. Employee Schedules

- a. Charise – Last Day 9/17 (Returning in 2024)
- b. Ralph – Last Day 10/2 (Returning in 2024)
- c. Cole – Last Day 10/12 (TBD)
- d. Tom – PTO 9/11-9/15

c. Set Up Fall Meeting Schedule

The Board set up the meeting schedule through the fall.

October 12 – 10am

November 9 – 10am

December 14 – 10am

January 11 – 10am

Holiday Party – January 26<sup>th</sup>

d. Continuing Education Classes - FVCC

- a. Dealing with Difficult People Seminar – 11/8/23 9am-11am- \$35
  - b. Conflict Resolution Through Effective Communication 11/27/23 9am-12pm - \$49
- The Board approved the manager to take both courses this fall.

Ongoing Action Items –

1. Community Event Committee
2. 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
3. Community Facebook Page
4. Canoe Club Board – Fall refresh and posted events.

5.Financial Report – (Ted)

The Board reviewed the financial statements and found them to be in good standing.

6.Old Business

- a. Tom's Contract Review
- b. Final Flood Review
- c. HSA Final Review
- d. Posted Office Hours

7. New Business

a. Reserve Study Q&A

The Board will meet with the Association Reserves at a later date.

b. Annual Meeting Planning

The Board will meet on 9/8 to finalize details for the annual meeting.

c. Ballot Review

The Board approved the ballot to be sent to residents.

8. Open Forum

9. Adjournment – 3:10pm

10. *Executive Discussion – Tom’s Annual Review.*

Upcoming Meeting Schedule: Annual Meeting September 21st @ 6pm