

Annual General Meeting
Sunkatchers RV Co-Operative
September 9, 2020

Called to Order at 10:00 A.M.

Agenda: no amendments to the Agenda

Welcome & Remarks:

- Jake Olfert, Chair, welcomed everyone. Reminding members there will be no parliamentarian or timer. There will be no nominations or motions from the floor. Bill Katcher will be sanitizing microphone, those wishing to speak are to come to the front to speak for the benefit of the recorder.

Introduction of the Board of Directors:

- Jake Olfert, Chair; Jeff Swanson, Vice Chair; Heather Katcher, Secretary; Cathy Chadsey, Treasurer; Vicki Matchett, Director; Denny Phillips, Director; Ernie Gavelin, Director; Maureen Walker, Director.

Notice of Meeting:

- Heather Katcher, Secretary stated the Notice is as received in the Annual General Meeting Package

Affirmation of Quorum:

36 members in attendance confirmed by L. Swanson. Quorum required 12.

Voting by Proxy 19

Voting by Ballot 36

Total votes: 55

Introductions:

- **Scrutineers –**
Chief Scrutineer Lela Swanson, Amanda Kannegieter, Jim Boa, Bill Katcher, Gerald Quinn. Alternate – Barb Gedlaman.

Minutes of General Meeting September 18, 2019:

- Errors or omissions:
Jeff Swanson requested that the minutes show corrections to the Scrutineers listed – Amanda Kannegieter was a scrutineer, Don Gedlaman was not.

Adoption of minutes as corrected: Moved by Heather Katcher & seconded by Maureen Walker. Motion carried.

Motion to Destroy Ballots from General Meeting of September 18, 2019 moved by Jeff Swanson & seconded by Heather Katcher. Motion carried.

Business arising from minutes:

- None

Financial Statement:

- Cathy Chadsey, Treasurer, explained both sets of Financial Statements provided. As there will be no General Meeting for 2020 because of the COVID restrictions, statements for both the year end of March 31, 2020 and from April 1, 2020 to the end of August 19, 2020 were provided.
- Cathy Chadsey responded to written questions submitted by Jan Coles (attached).
 - Because the Accountant was so late to supply the year end amounts, they were not entered in the accounting system until 2020. The full accountants report is available at the Office.
 - Accounting & Legal \$6142.50 breakdown - \$3517.50 for year end 2019; \$3213.20 for year end 2020 plus visits to accounting office on two occasions. A discount of \$713.20 was allowed because of accountant errors – total \$6142.50.
 - The yearend adjustments were made in the 2020/2021 bookkeeping because the adjustments for 2019/2020 were not received until July of 2020.
 - The full Accountants Report is available to view in the Office or by volunteering with the Financial Review Committee.
 - As explained there will be no General Meeting this year as the Registrar of Co-Operatives has instructed the postponement of the Annual General Meeting until October of 2020 or November of 2021 because of COVID restrictions.
 - Cathy Chadsey moved, and Jeff Swanson seconded that the Financial Report be accepted as presented. Carried.

Financial Review Committee Report:

- As submitted.

Volunteers for the 2020/2021 Financial Review Committee:

- Requested Volunteers – Please use the signup sheet in the Clubhouse.

Directors Reports:

- As submitted.

Lis Rettke Thanked all Directors and Volunteers who participated last year.

Introduction of Nomination Committee:

- Chairperson Jake Olfert introduced the Nomination Committee: Lela Swanson and Barb Gedlaman.

Elections of Directors:

Nominee Vice-chair
Nominee Secretary

Art Foss
Maureen Walker

Nominations for Directors at Large
(4 positions; 3 for 2 years; 1 for 1 year)

John Dueck
Lis Rettke
Ron Schiebel
Glen Dickie

As there are no other nominations for the Board of Directors these nominees are elected by acclamation.

Motions and Resolutions:

Special Resolutions:

1. Moved: C. Chadsey – Seconded: V. Matchett
Whereas the Park has appointed an in-house financial Review Committee and Grant Thornton have examined our books AND whereas the Park is not a reporting Association as referred to in the Co-Operative Associate Act of BC; **therefore be it resolved that the appointment of an auditor for this fiscal year be waived.**
Votes collected.
2. Moved: J. Swanson – Seconded: C. Chadsey
That 14.10 of the Rules be amended to read:
14.10 Notice of Special Resolution or Motion
If a special resolution **or motion** is to be proposed at a general meeting, the notice of the meeting must include the full text of the special resolution **or motion**. If amendments to the text of the special resolution **or motion** are reasonably anticipated to be made, the notice of the meeting shall state that amendments may be considered and voted upon by the members at the meeting.

Rationale: Motions coming from the floor do not allow members enough time to discuss either amongst themselves or their proxies the effects of motions not contained in the AGM/GM packages.

Votes collected.

3. Moved: J. Swanson – Seconded: C. Chadsey
That 18.2 of the rules be amended to read:
18.2 Nomination of candidates

A member may nominate a candidate for Director, or a member may volunteer to be a nominee for Director, **by submitting a nomination form prior to the closing date for submissions for a meeting at which Directors are to be elected.**

Rationale: It's better to be able to discuss with proxy voters in advance of the meeting. Thus giving people time to make an informed decision on the people running.

Votes collected.

Financial Resolutions:

4. Moved: J. Swanson – Seconded: E. Gavelin
That the Board of directors be given approval to investigate and purchase a **multi-use piece of equipment to use for the park not exceeding \$25,000.**

Rationale: The rationale is our Ford Tractor is getting older and worn out. Parts are hard to come by and some is no longer available to purchase when needed to repair. We are not suggesting to get rid of the Ford Tractor, but to keep it until such time no longer useable.

- Gerald Quinn questioned what type of equipment, not a backhoe. Jeff Swanson responded it would be something with a front blade for snow removal. Preferably a Bobcat.
 - Evelyn Phillips questioned the investigation. Will \$25,000 be enough. Jeff Swanson responded that a used Bobcat can be had for \$22,000. Evelyn comments just so long it is not buying someone else's problems.
- Votes Collected.

Motions:

5. Moved: J. Swanson – Seconded: E. Gavelin
We replace the John Deere lawn tractor with a new one. Maximum Cost \$3,500.

Rationale: This tractor mower is 16 years old and parts are wearing out constantly with so many different operators. This machine is constantly in for repairs and is just getting worn out. These machines are around 2 – 3 thousand dollars.

- Candice Robertson questioned if this was the same motion as #4. Jeff Swanson responded different piece of equipment.
 - Ron Schiebel stated he agreed with this motion. Ernie Gavelin works hard to keep equipment up to date. We have the money.
- Votes collected.

6. Moved: W. Katcher – Seconded: E. Johnsen
That Sunkatchers RV Co-Op limit the amortization expense portion of our annual budget to a total of \$720/yr. (\$1/mo./mem). Effective for the fiscal year 2020-21, and may be adjusted in the future, if additional funds are shown to be warranted, by simple majority votes.

Rationale: 1. Amortization was not included in any annual budget from the formation of our co-op to several years ago. 2. By definition, amortization of intangible assets (expense) over time helps tie the cost of the assets to the revenue generated by the assets in accordance with the matching principle of GAAP. 3. The Co-Op earns no revenue per se, so amortization is not required in our annual budgets. Accounting in Canada can take any of 3 forms - a. international reporting standards (IFRS); b. accounting standards for private enterprise (ASPE); c. non-GAAP reporting (Sunkatchers original accounting); 5. Amortization amounts for 2019/20, 2019/18 20215/16 was set at \$13,700, \$13,500 & \$15,627, totaling \$42,627 none of which to my knowledge was used to offset our levies. In my opinion, we have ample funds in reserve. These are the only records I have been able to access. Totals may be more.

- Terry Bevington requested the amending of the motion to remove amortization totally from the budget. Jake Olfert responded that as posted in the Notice of Meeting there are no amendments to motions during this meeting. The motion will stand as is unless the mover of the motion removes the motion from the floor.
- Cathy Chadsey stated that all motions and resolutions are treated equally for this meeting. The motion must state that the mover expects amendments and will allow those amendments. Cathy Chadsey also stated that she would propose we leave the depreciation and amortization as is because we need the extra funding for aging equipment. The depreciation comes off one side of the Balance Sheet and comes back on in the other side in an amortization savings account. We do not lose any money; it means we have the money there if we need to replace our aging equipment.
- Glen Dickie questioned the spending of money from the amortization account. Cathy Chadsey responded that the Board cannot spend money on capital expenditures without a vote from the membership.
- Jack Plewes stated that all capital expenditures must be approved by the membership correcting the statement by Cathy Chadsey that the Board could spend up to \$5000.
- Terry Bevington read Rule 24.16 and questioned as the mower was under the \$5000 limit and part of current infrastructure why the Board could have made that decision to replace it. Terry Bevington also questioned why we were voting by ballot why not a show of hands. Jake Olfert responded that because we had made changes this year it was his decision to use balloting for all voting.
- Bill Katcher spoke to his motion – amortization is another levy which should be decided on by the membership. Reducing the amount to a dollar leaves the door open to increasing it as necessary, we do not want to get rid of it entirely, but it should be capped.
Votes collected.

Amanda Kannegieter explained to a member that if they want to change their ballot, they cannot scratch off what they had marked and initial it. That counts as a spoiled ballot. They cannot have another ballot to replace that one. The ballot will count as a spoiled ballot.

7. Moved: E. M. Johnsen – Seconded: W. Katcher

The Park Policy which was passed at the GM in September 2019 be amended to **ALLOW bird feeders within the Park on the conditions that all feeders must be kept clean and the debris that collects on the ground must be cleaned with every refill to minimize undesirable visitors from coming around.**

Rationale: In winter time many of our birds depend on the seeds provided by bird feeders. It is a wonderful pastime to watch these feathered friends jockey about from household to household giving pleasure to those who appreciate the nature around us. This is especially true with the coronavirus changing how we live today.

- Gerald Quinn spoke in objection to the motion due to damage to vehicles caused by rats and people not cleaning up under the feeders.
Votes collected.

8. Moved: D. Hutzkal – Seconded: L. Kennard

That the current Pet Policy be replaced with the following:

Sunkatchers Pet Policy

The only outdoor pets allowed at SunKatchers are cats and dogs. Any exceptions would require a membership vote at a GM needing 50 percent plus one for approval.

Pets are not allowed in common buildings. Tethered or lying outside for a short period of time is allowed. e.g. laundry, club house, office.

Two pets maximum living at any member's site. Any exceptions would require a membership vote at a GM needing 50 percent plus one for approval.

A visitor with pets, maximum of two and pet policies apply with the member being visited responsible. If issues arise with visitor pets that cannot be resolved, the visitors will need to leave the park.

The pet owner/ guardian are responsible for the actions of their pet.

Pets are restricted to the owner/guardian site or when off the owner/guardian site must be on a leash no longer than six feet or controlled to remain within six feet of the owner/guardian. Extended leashes allowing pets to enter other member sites or up to the boundaries of other member sites are not acceptable.

There are two off leash areas, one the grass area out front starting 10 meters from the road and out to the berm, this keeps pets and vehicles separated. The second one is the accretion area with restrictions. Owner/guardian must be present with the pet and must be able to gain control of the pet at all times under all circumstances. If the owner/guardian cannot gain control of their pet at all times under any circumstances then the pet must remain leashed when other members are in the area. Walking and exercising of pets restricted to the main roads and direct walkways to the off-leash areas. Barking and yapping of pets when others are present is not acceptable. Yelling at your pet is not controlling it.

Pet urination and defecation is only permitted in three areas that being the owner/guardian site or the front off-leash areas or the accretion area with restrictions.

All droppings must be picked up immediately.

No member should have to tolerate another member bringing their pet over by their home to urinate and defecate. We know pets leave messages in this manner and where one goes more want to go.

If you suspect your pet needs to go please use your site or the main road and most direct route to one of the off-leash areas. If an accident happens in other than an approved area please clean-up thoroughly. All members are requested that if you observe a pet leaving droppings, that are not being dealt with immediately please notify the owner.

The accretion area restrictions are the area of the fire pit as members socialize, cook, and eat in this area. This area would be a no urinate no defecate area and defined as the graveled area from the river berm to the road and from the outhouse over towards the horse shoe pit area. People socializing at the fire pit may keep their pet on their lap but need to keep pets off tables and community chairs.

All pet owners must carry clean up supplies or equipment to clean up after your pet.

Rationale: I love my pet and you love yours, but we cannot impose them on each other or others in our park.

- Ron Schiebel spoke in objection to the motion – members know what they have to do with their pets, everyone knows they have to pick up after their pets.
 - Jim Boa spoke that everyone who owns a pet know what the etiquette is. If somebody isn't going to look after their pet, all the rules in the world are not going to change that.
 - Lisa Vanderwiell – read the current pet policy. Commented that current policy is clear and concise. Additional wording is not needed.
 - Evelyn Johnson – commented that the area proposed is too small an area for her pet.
- Votes Collected.

Scrutineers removed all ballots from the meeting for counting.

Jake Olfert asked that if members are leaving the meeting early, please leave white & beige envelopes with the scrutineers. Also requested volunteers for various activities – scrutineers, water testing, snow removal & recycling.

Cathy Chadsey spoke about recycling. A new information sheet has been provided by Waste Management. Important changes – no shredded paper, no plastic except hard plastic with circle on the bottom. And no glass. We are being charged \$156 for contaminated bins.

- Art Foss requested a new list be provided.
- Liz Rettke commented it was not fair we should be charged when they were the ones who supplied the list of acceptable materials to be recycled.

Next General Meeting:

To be held Wednesday, June 16, 2021 at 10 AM.

- Barb Gedlaman asked if the day could be changed to a Thursday.
- Jack Plewes commented that golf days could be changed. Jake Olfert responded that the meeting would be left on Wednesday, June 16, 2021.

New Directors will convene at the end of the AGM for a quick meeting.

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Scrutineers Voting Results:

Special Resolutions: Requires 75% to pass

1. To waive the appointment of an Auditor for 2020-21 fiscal year.
53 Yes – 2 No – **Passed**

 2. To amend Rule 14.10
44 Yes – 11 No – **Passed**

 3. To amend Rule 18.2
46 Yes – 8 No – 1 spoiled - **Passed**
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Financial Resolutions: Requires 2/3 (66.7%) approval to pass

4. To investigate and purchase a multi-use piece of equipment.
36 Yes – 17 No – 2 spoiled – Passed*

An objection was launched against this motion on the same day after the close of the meeting. After a re-count, inspection and recalculation of the ballots, it was agreed by the Board of Directors this motion **Failed.*

Motions: Requires 50% + 1 to pass

5. To replace the John Deere lawn tractor
49 Yes – 6 No – **Passed**

6. To limit the amount of amortization expense
27 Yes – 27 No – 1 spoiled – **Failed**

7. To amend Park policy with regards to bird feeders
37 Yes – 17 No – 1 spoiled – **Passed**

8. To replace current Park policy with regards to pets
13 Yes – 41 No - **Failed**

Volunteers for Nominating Committee for 2020/2021:

Maureen Walker will post a notice in the Clubhouse next week asking for the volunteers required.

Closing Remarks:

Jake Olfert thanked everyone for coming.

Motion for Adjournment:

Moved by Jeff Swanson and seconded by Heather Katcher. CARRIED. 12:24 PM

Written submission from Jan Coles re: Financial Statement:

THE FINACIAL STATEMENTS INCLUDED IN THE AGM PACKAGE ARE INCOMPLETE

Historically, the Accountant has provided the Year -end Adjusting entries so that Expenses are applied to the correct Fiscal year. The accountant's (currently Grant Thornton) Income Statement & Statement of Financial Position were then included in the AGM package. Members could then compare Sunkatchers Income statement from Sage with the Accountant's report.

SOME CONCERNS with the submitted statements:

Income Statement April 01, 2019 to Mar. 31, 2020 (Fiscal Year 2020)

Accounting & Legal \$6142.50 What was this for? Did the BOD authorize it?

It appears that the \$41,650.80 refunded to members has not been entered into Sunkatchers accounting system.

Where the Year End adjusting entries made? If so,

Why is there no Amortization Expense on the provided Fiscal Year 2020 statement?

A comparison of the presented Fiscal Year 2020 statement with the budget for the Fiscal Year 2020 shows that \$36,682.56, was either not spent or the Year end adjustment were not applied to Fiscal Year 2020.

Income Statement April 01, 2020 to Aug 19, 2020 (Fiscal Year 2021 ends Mar. 31, 2021)

Accounting & Legal \$3517.50 What Fiscal year was this for?

Why is there an Amortization Expense on this Statement? Amortization is done at year end.

AS THE CIRCULATED REPORT IS INCOMPLETE IT CAN NOT BE ACCEPTED BY THE MEMBERSHIP AT THIS TIME.

The above issues need to be clarified and Presented to the Membership for Acceptance, at our General Meeting that needs to be set, Per our Rules.

14.4 Frequency of general meetings

In addition to the Annual General Meeting, the Directors must call a general meeting not less than once each year to review the business and operations of the Co-op and any other business as may be brought before the meeting, on a day and at an hour and place determined by the Directors in their discretion.

*Submitted
Jan Cole*