

Minutes of Board Meeting, CLRC Inc.

February 16, 2017 @4:30

Held at CLV 3861 Cedar Hill-x Rd, Victoria

Present in Person: Lloyd Ferguson, Randy Prettie, Laurel Houniet, Mike Dix

Present via Phone: Jack Pagani and Ken Burke

Absent: Donna Spence

Financial Position: No change in financial position since last meeting.

Last Meeting Follow-up:

- Laurel: Mike Bourne's brother, Jim, is still available. Ken and Jack to follow up with Jim, and then report back to the Board.
- Randy: Has done the measurements of the main house and will provide to Ken to do scale drawings with options.
- Lloyd: Pad rent increase notices provided to tenants, effective May 1. Shareholder email list will be updated shortly and sent to the group.
- Jack: Update on Angie. She is interested in continuing her contract. Board will choose between Angie continuing and/or Jim taking over.
- Mike: Brad the electrician is available to meet on site next week to commence the safety review of the washroom row electrical capacity and potential future upgrades. Randy agreed to coordinate with Brad. Randy also agreed to approach our new

neighbour about hazard tree removal along the northern property line.

LIRF's:

- Lot 53 (Fence/Gates). Board approved in principle, subject to the lot owner getting up to date with fees, and subject to final onsite design/layout meeting with Lot 53 and Lot 52 owners, and Mike. Mike to follow up with Lot 53.
- Lot 59 (Electrical upgrade). Mike is working with Evan at BC Hydro to finalize the transformer/wire upgrade cost. Ken agreed to design the new shed required to meet code, obtain Board approval for the cost, and then build.
- Lot 24 (large Park Model). The Board agreed that the park needs a clear policy on large PM's and RV shelters. Board agreed that suitable larger PM's are preferable to shelters, to avoid the "Lubin look". Mike to do draft for Board approval. Must be consistent with the recent criteria used for Lot 59 review. Mike to follow up with Lot 24.

Wall Project (Lots 42-45):

The lake level during Jan/Feb is still too high to inspect the foundation, so work on fixing the deficiencies has been deferred to September. In the meantime, the company needs to ensure that those lots are made ready for temporary usage prior to the start of this season. Ken and Randy agreed to coordinate the timing, plan, and execution.

Spring Start-up:

Jack, Lloyd and Ken will consult with Roy and Norm, to ensure this is done, and documented for ongoing years.

Lubin's dock realignment and fencing:

Jack to inspect and follow up with Darcy, if required.

Project assignments for 2017:

- Hazard trees (Randy)
- New Electrical Shed (Ken)
- Temp usage of Lots 42-45 (Ken/Randy)
- Front Fence along Sa-Seen-Os (Ken)
- Main Lawn remediation and sprinkler system (Jack)
- Main Washroom extractor fans (Jack/Randy)
- Beach Clean up along swim area (Jack)
- Entrance Road potholes/drainage/road bumps (Jack)
- Wall repair at Lot 7 (Randy to compare readings with Roy, and report back to the Board). Potentially defer to 2018.
- House renovations (Ken to review and report to the Board).
- Signage for Beach area, and Security (Jack)
- Swim Dock safety issues (Jack)

Admin assignments for 2017:

- Updated email list (Lloyd)
- Depreciation Plan (Donna)
- R&R's review (Jack)
- BC Assessment allocation formula (Laurel/Lloyd)
- Electrical Report for Washroom row (Randy)
- Quarterly Financial statements (Laurel/Donna)

Meeting adjourned at 6:10.

Next meeting T.B.D.