



BOD Meeting Agenda

Sept 17th 2021, 2.30pm Eastern Time (US and Canada)

Location: Zoom

Invited:

Sean Andrews (SA) – Director, Acting Chair

Bert Krista (BK) – Director

Arantxa Klonaris (AK) – Director

Nadim Nsouli (NN) - Director

Sonya Alvino (SMA) – POA Manager

Vanessa Carlino (VC) – Attorney

BOD Meeting Agenda:

1. Acting Chair – Sean Andrews called the meeting to order at 2.35pm and welcomed new members to the Board.
2. Previous Board Meeting Minutes (19th May 2021) were approved.
3. Vote for Chairman of the Board
 - a. SA Nominated himself and all voted in favour unanimously
4. Vote for Vice Chairman
 - a. SA nominated Bert Krista and all voted in favour unanimously
5. Allocation of Treasurer
 - a. SA to remain in seat as Chair of Finance Committee for remainder of 2021 and then handover to Arantxa Klonaris for Budgetary year 2022.
6. Confirmation of Secretary as POA Manager
7. Signatories for the POA
 - All agreed that all Board members should have the ability to act as signatories but that only two usual signatories be used as a matter of course.
 - Board Members agreed to request a review of the policy on payment permissions of the POA Manager to the Finance Committee for amounts under \$5000 generally, and \$2500 if not within the budget.
8. Overview on Charlotte 20 building legal issues provided by Vanessa Carlino:

The original plans, submitted in January 2020, were deficient in setback detail. Owner was asked to produce amendments and new plans were submitted in March 2020 which were approved.



An encroachment on a side boundary was confirmed by a licensed surveyor.

A setback breach was discussed at front and rear of property.

9. Vendor Payment Approval in RBC – Referred to finance committee.

10. Standing Committee Appointments – All Committee Chair persons will remain the same for 2021

11. Livability Committee Structure

- a. Nomination of Nadim Nsouli Committee Chair and approved unanimously
- b. Agreed to begin the committee with 5 members
- c. AK suggested that surveys be utilized to pole community opinion on livability presentation and that this should have been done prior to the conceptual plan being disseminated. AK also shared that the plan missed one vital point that the POA has requested for years – a POA Office inside the community.
- d. BK suggested weighting committee with membership based upon the areas that will be most affected by any development.
- e. NN suggested 2 phases to the committee – Phase 1 – planning and community liaison and dialogue; Phase 2 – installation and construction

12. Completing Board of Director membership after D. King resignation

- a. AK raised the Nomination of Kathy Haime for Board of Directors and VC explained that we are unable, due to OFB conveyances, to engage persons from Baycreek in the POA.
- b. NN nominated Alessandra Holowesko, seconded by BK and unanimously agreed by all

13. POA communication with homeowners including periodic contact reviews and updates.

- a. SA requested the inclusion of policy into the BOD Governance documents which confirmed the previous Chairmans policy that did not permit Board Members of POA staff from dialoguing in Whatsapp public chat groups, about POA business.

AK presented that some homeowners are not receiving emails from the POA office, and others were not able to open links in the email. AK suggested that the POA office create a dedicated Whatsapp group for POA business, vetted by the POA for membership, and used to disseminate information to the community.

SA clarified the claim that community members were not receiving emails, when in fact they were, but that they were not able to open the dropbox link in a recent Notice – which is a technical issue not related to the POA's method of information dissemination.



All members agreed that dialogue regarding POA business, by any staff or member of any POA Committee or Board, is not take place in Whatsapp groups of any kind, however, that homeowners may choose to include themselves in whatsapp groups that were not related to official OFB business or the POA per se.

14. POA website periodic updates

- a. BK informed the group that the website content has been recently updated and holds all of the information pertaining to the building etc.

15. Frequency of Board Meetings

- a. All agreed that meetings should be held no more than 6 times per year.

16. Complaint on Tarps at Marina 3

- a. BOD received a complaint form a resident about the Blue Tarps being used at Marina Lot 3 to protect works on a wall construction.
- b. BOD agreed for two members of BOD to meet with owner and to return findings to BOD.

17. Suggested POA BOD Governance Document amendments to be placed in a tracked document and sent to the BOD by SA.

Meeting ended at 3.35pm

Executive Session Held