

## **LRSA Executive Meeting Agenda and Minutes July 10, 2025**

### **Meeting Hosted by Evelyn Dean**

#### **In Attendance:**

Evelyn Dean (President)  
Len Rhodes  
Bob Clement (Vice President)  
Nathalie Sauriol (Treasurer)  
Ian Wilcox (Secretary)  
Brent Flanakin

### **Agenda and Minutes**

#### **1. Review and Approve Agenda**

Moved: Nathalie

Second: Bob

Carried

#### **2. Review and Approve April 17, 2025 Executive Minutes**

Moved: Len

Second: Brent

Carried

Minutes will be posted on the LRSA web site.

#### **3. Finance Update- Nathalie**

- a. Current Financial position: ~\$11,000 on account.
- b. Feedback regarding additional costs for driveway plowing: Ten people have paid for the additional driveway snow removal costs from this past winter. Evelyn will follow up with those whose payment is still outstanding.
- c. Review of Outstanding Debts: One member has outstanding membership dues from this year. Evelyn and Ian will work to resolve the matter.
- d. Association Credit Card Use: The LRSA has a new Association credit card available for road business. This card is under the care of the Treasurer and is just one of several payment options. The Association's Google Meets account will be paid monthly via this credit card. Beyond that the preference is for executive members to submit any LRSA expenses they have incurred to the Treasurer and then be reimbursed. Those in charge of any LRSA program expenses should review subscriptions/ terms of payment and determine if use of the LRSA's new email address and/or new road credit card is appropriate. Nathalie is to request bank cards for Evelyn and Ian.
- e. Status of new spreadsheet- Ian and Nathalie will meet to review and resolve any glitches.

4. Road Maintenance Committee
  - Update: This year's inspection will be scheduled prior to the AGM. The Executive emphasized the importance of annual photographs to document road conditions. This also prompted a longer discussion regarding potential road damage from construction (trucks and heavy equipment). LRSA By-Laws state property owners are financially responsible for any road damage however how this would be assessed and what the payment process would be remains unclear. It was suggested Bob highlight this section at AGM to educate members and to encourage guidance and suggestions from members.
  - Road Resurfacing Funding Paper: A draft was circulated to the executive and it was agreed it's good as is for distribution at the AGM.
5. Update from Policy Committee and Review of Suggested Bylaw Changes: Minor change to By-Laws recommended- The Committee wants to clarify the cost and payment of snow and ice removal and extra costs. The section discussing driveway clearing may be changed to a footnote.
6. Review of AGM Requirements:
  - Review budget strategy for AGM plus road resurfacing funding
  - Require contact information for new owners
  - HOST and Date: Sept. 6, 2:00pm, Evelyn to organize a host. Association will pay for drinks and snacks.
  - Development of Reports-1) Financial: Statement of Financial Position, 2025/26 Draft Budget- Ian and Nathalie 2) Committee Reports, Road Maintenance: Ian, By-laws: Bob, summary of work completed on behalf of the LRSA: Evelyn, Followup note regarding Incorporation: Bob, Options for payment of future capital: Ian, New and continued work identified for 2025-26 based on draft budget, etc.
  - Evelyn to update member contact lists
  - Committee Reports to be done by August 1 with budget related information being sent to Nathalie- then everything final, including budget, to Evelyn by 16th.
  - August 22nd is target for mail out of agenda and reports to members
8. Other business
  - Speed Limit sign- is it due diligence? Is it a liability? Will be included as part of next year's work.
  - Brent requested us to follow the practice of notifying members that meetings have happened and that minutes have been posted to the web site. He offered to do the contact himself but there is a challenge of updating the member's list. Evelyn will forward the emails to Brent and he will notify members.

Adjourn