

**MINUTES OF A MEETING OF
THE BOARD OF DIRECTORS OF
MOBILE MANOR INC. AND MOBILE MANOR WATER CO. INC.
HELD AT THE COMMUNITY CENTER
October 25, 2023 at 2:30 p.m.**

PRESENT: Kim Wojtanowski, Karen Dennis, Randy Carson, Wayne Ryan, Linda Wotherspoon (by telephone),
Bill Wotherspoon (by telephone)

ABSENT: Dave Field

Secretary's Report

Linda Wotherspoon referred to the minutes of the June 29th Special Meeting and confirmed that the Board had previously approved the minutes.

Treasurer's Report

Wayne Ryan met with Pauline Lacourse and advised that he does not have accurate figures; however, he confirmed that he would have all balances for the next meeting and that he would meet with Pauline on a monthly basis.

Suggestions for Procedures to follow for Board Meetings

Linda Wotherspoon referred to the attachment to the agenda regarding this matter. She advised that these were guidelines only and if anyone had any comments to advise her. Linda advised the meeting that we could follow these procedures and "tweak" them when necessary.

Board Members' Responsibilities

Kim Wojtanowski advised that she had the roles of the directors and officers and would file them with the meeting notes.

Overview of Mobile Manor By-laws

Kim Wojtanowski advised that she is concerned as to whether or not the Community Meeting dates and times can be changed. A discussion ensued as to the by-laws regarding this matter. This matter was tabled to a special meeting of the Board.

Golf Cart purchase for use by Board Members

Kim Wojtanowski referred to her memo regarding the purchase of a golf cart. A discussion ensued. Bill read a text from Dave Field advising that he would not support this. This matter was tabled to a special meeting of the Board.

Cleaning Person for Clubhouse

Kim Wojtanowski advised that she would look into a cleaning person (from outside the park) to do a deep clean of the clubhouse and a bi-weekly clean. It was suggested by Karen Dennis that this person would also be responsible for the cleaning of the office.

Clubhouse Signage

A discussion ensued and it was agreed that this matter be tabled to a special meeting of the Board.

Continuation of Paul Lacourse to send newsletters and e-mails

A discussion ensued regarding the continuation of Paul Lacourse to send newsletters and e-mails on a strictly voluntary basis. The Board was advised that Paul Lacourse would be in the office doing this. It was agreed that this matter be tabled to a special meeting of the Board.

Melody's Lease on the Handicap Shed

A discussion ensued regarding renewing Melody's lease on the handicap shed at the same rate and agreement as previously. Melody advised that she was agreeable to renewing her agreement. The Board was in agreement to renew her lease.

The need for a Parliamentarian at Meetings

This matter was tabled to a special meeting of the Board.

Not for Profit Tax Status

This matter was tabled to a special meeting of the Board.

Newsletters & Photography of the water process

This matter was tabled to a special meeting of the Board.

Community Meeting Dates

Kim Wojtanowski advised that the Board will discuss the by-laws and what would be involved to change meeting dates.

Water Replacement System

Bill Wotherspoon advised that he will have information and present it to the Board at the special meeting.

Other Business

Kim Wojtanowski referred to the Halloween party being held at the Club House. It was agreed that these special events could continue if the community was favourable to them. Coffee and donuts will begin on the 1st Saturday of November at 9:00 a.m.

It was agreed that the Restoration Committee could make suggestions on money being spent from the Hurricane Insurance Fund.

It was agreed that the special meeting of the Board would be held November 2nd at 1:00 p.m. in the Club House.

Linda Wotherspoon moved to adjourn the meeting. Seconded by Bill Wotherspoon. All in favour. Passed.