



## Square Butte RANCH CLUB Board of Directors Meeting

Date: 17 November 2020

Present via Skype: Colleen Kanderka (Chair), Kym Penner (Treasurer), Cory Robinson (Secretary)

Cory motioned to approve agenda, Kym seconded, all in favor.

Kym motioned to approve Minutes from 22 October 2020 meeting, Colleen seconded, all in favor.

### **I. TREASURER'S REPORT**

1. Lori is now preparing and sending invoices to horse owners As Lori is preparing invoices, a discussion as to the possibility of renegotiating Darlene's flat fee & hours was held; Kym suggests that this take place after year end and tax season
2. October accounting has not yet been reconciled
3. Most owners are currently up to date with their invoice payments, four are within thirty-day arrears, and one remains in long-term arrears.
4. Current bank balance is \$24,941.00 and Kym expects a reasonable cash flow with acceptable profit / loss.

### **II. BOARDING AGREEMENT**

Lori has received three signed forms to date; Kym will contact those horse owners who have not yet completed this form and hopes to have them signed by the end of next week

### **III. LIABILITY WAIVER**

1. Kym is awaiting word from the insurance company re our coverage in terms of liability
2. We need further discussion with Denise, regarding clarification of the different Liability Waivers that have been created.
3. Once Kym has received clarification from the insurance company, Colleen to contact Denise regarding the possibility of using one all-encompassing document for the Ranch Club and Condo Corp activities.

### **IV. AGM**

1. Our membership is now at 16
2. If all members attend, plus Sandy Cameron, Covid-19 protocols will allow us to accommodate this number in the Saloon
3. All attendees will be reminded to wear a mask and observe social distancing protocols; masks and hand sanitizer will be provided

4. The 'package' of AGM documents was hand delivered or mailed to all members on 2nd November
5. An e-mail reminder as sent on 14th November, will be sent again 20th November along with attachments of the documents as Covid-19 protocols do not allow us to provide copies of the documents at the AGM
6. Colleen to contact Sandy for clarification on the number of members needed for vote approval at the AGM. We believe it to be  $\frac{3}{4}$  of those present including proxy votes.

Colleen motioned for meeting to adjourn, Cory seconded, all in favor. Meeting adjourned.

Next meeting date: Friday 27 November 09:00am.