

## Oyster Harbor Community Association

### Minutes of Special board meeting held on 28<sup>th</sup> June at Long and Foster offices

#### Present:

Calvin Kidd	Chairman
Ann MacLeod	President
Pat Cannon	
Kathy Burk	
Daniel Butler	
Joe Butcher	
John Merrick	
Ian MacKinnon	Secretary

Members of the community: Bob Eyster – Vice President  
Irving McConnell

The meeting was called to order by Mr. Kidd at 7.14 pm and there was a moment of silent reflection.

Mr. Kidd stated that the special meeting was called to discuss 3 issues which were:

1. Piers and harbor funding for the new ‘marina’.
2. Dredging Oyster creek inlet
3. Administrative assistance to the community.

1. Marina at Washington / Booker.

Mrs. Burk and Mr. Merrick reported on their discussion with the County concerning possible co-mingling of funds from the Piers and Harbor funds and the general funds.

The county appeared to accept that if the Piers and Harbor funds covered the cost of the marina in the ratio of square footage of finger piers to total marina square footage then this would be acceptable. In view of the need to reach a decision urgently by the end of the month Mr. MacKinnon proposed the following motion that was seconded by Mr. Merrick and was expected to satisfy the County. The motion was:

‘This board determines that the Booker / Washington pier is not exclusively for the use of slip holders and being used partially for community use as there is a general pump out facility and 2 slips are being made available as open slips for temporary use of community members.’

All were in favor.

The President was asked to investigate the ratio of finger piers to total marina square footage as this calculation might remove the need to have 2 temporary use slips.

It was also agreed that the President would transfer all but \$5000 from piers and harbors into the general fund to ensure there was as much money as possible available to support the completion of the marina.

## 2. Dredging

After discussion the board voted on a motion proposed by Mr. Butcher and seconded by Mr. MacKinnon to continue with the dredging in line with the community's responsibilities and the contract already placed. All were in favor apart from Mrs. Burk who was not on the board when the original decision to dredge was made.

## 3. Administrative help for the community and President.

It was agreed that help was needed in the office. This included:

- collecting the mail and distributing
- processing invoices and vouchers
- keeping the QuickBooks ledgers up to date
- producing board reports from the ledgers.

The board agreed unanimously on a motion from Mrs. Burk seconded by Mr. MacKinnon that the President should look for a person to provide these services. The Board agreed to a maximum fee of \$20 per hour and maximum average hours per week of 20 hours giving a total of \$20,000 per year. It was also agreed that the person would be an independent 1099 contractor to the community. The President reported that she had been given the name of a suitable candidate and she would be circulating the resume ASAP. Mrs. Burk suggested there was another suitable candidate in the community and the President agreed to approach the person to ensure there was a choice.

The President reported that Mr. Eyster had handed over responsibility for being roads chair to Mr. MacLeod and requested that his name be removed from the web site.

It was agreed that the next meeting would be on Wednesday 11<sup>th</sup> July.

A motion to close the meeting at 9.05pm was made by Mr. Merrick and seconded by Mrs. Cannon. All were in favor.