

Beechwood West 1 Homes Association



Winter Newsletter 2013

Notice of: Beechwood West 1 Homes Association Annual General Meeting:

Wednesday, February 27, 2013; 7-8 pm
Mary Johnston Public School - Library

Summary of 2012 Operations

The 2012 season was filled with lots of sunshine, a busy pool and a well utilized tennis court. It was great to see so many of our neighbours enjoying all of the amenities and events our association has to offer.

Katherine Whitney headed up the swim program this year as our Pool Manager. 2012 was again another active summer at the pool with many new programs and social events. The Pre-Bronze program that was introduced this past season was very popular among the children who have completed Level 10 of their swimming lessons. We saw a number of new faces in the lifeguard chairs in 2012. All of our new guards were very enthusiastic and fit right in with our returning crew. It really was an amazing group of guards.

Jon Taylor headed up our tennis program for the 3rd year in a row. Tennis lessons continued to be very popular among members. Jon also started a Jr. Ladder program for the older children in the neighbourhood. It was fun to watch all the children take what they have learned over the years and put it into game play.

The pool opened this year on time and without any delays. L & L was our pool contractor for the 2nd year in a row. The pool did experience some issues with the chlorinator this season, which resulted in the pool being closed for one day. The guards along with the Board of Directors, worked together to solve the problem and open the pool as quickly as possible. The purchase and installation of new filters were also required this season. Aside from that, only minor maintenance issues were performed this year.

Grounds Maintenance started the season with a thorough Spring cleaning which took place on Earth Day. We would like to thank everyone who came out to help. During the summer, the men's showers did have a need for maintenance. This required special commercial cartridges to be imported into Canada, which introduced a substantial delay in fixing the taps. Proactive measures and constant communication with our supplier took place during this

time. The taps have been fixed and we appreciated your patience during this time. Other miscellaneous items include small electrical maintenance for security lighting appliances and tennis court outlets. New shelves were put in the shed to help keep equipment dry and accessible. We did observe some unfortunate but minor expenses due to vandalism that occurred in early September. Please remember, Grounds Maintenance is a role for everyone. Please be mindful of your contribution to this role.

The resurfacing of our tennis courts got underway in the fall after the pool had closed for the season. Ancaster Paving was contracted to perform the work, and removed the existing surface and prepped the courts for resurfacing in the Spring. Our hope was to have the tennis courts completely done in 2012, but due to scheduling we were only able to get the surface prepared.

Social activities continued to be well attended in 2012. Our Opening BBQ held at the beginning of the season was well attended and fun was had by all. Our 3rd Annual Adult Social was also a great success and provided a venue for the adult members of our community to come out to socialize and enjoy great music. Our season ended with a closing pizza party, which was a great way to thank all of our lifeguards for another fantastic season.

Staying Connected!

The Board of Directors would like to continue with electronic communications in 2013. All information will be posted on the web site. As well, e-mail notices will be sent to keep everyone informed of upcoming events at the pool and tennis courts.

If you have not done so, please visit the web site to add yourself to our email distribution list. This will ensure you receive the latest communications about our community association issues and events.

If you are not connected to the Internet and wish to receive a paper copy, please contact Iris Strickler at 519-886-0820.

In 2012 we had 35 associate member families, just below our target of 40.

Association communication in 2012 was continued by the use of our website, (www.beechwoodwest1.ca), as well as signage, a streamlined use of the bulletin board near the pool area, and a fall survey for increased feedback from our membership. The results of the 2012 survey were circulated to members in December 2012 and are available on the website.

Financial Update

We were under budget for 2012. This was largely due to budgeting the complete resurfacing of the tennis courts, but only actually preparing the courts. Our year-end revenues (\$158,474) were below our budget (\$160,279).

Operational Expenses of \$113,259 were over our budget of \$105,850.

As per our policy, funds are allocated to our reserves for major capital expenditures for both the pool and tennis courts. Our reserves on January 1, 2013 are approximately \$28,500. We will see that number decrease in 2013 due to the resurfacing of the tennis courts.

2013 Operational Plan

Envisioned improvements for 2013 include a continued robust tennis program, lane swims, maintaining the website with the ability to integrate volunteers and provide additional services, increase pool programs for both children and adults, as well as another exciting series of innovative social events.

The projected operations budget for 2013 is \$109,411.

Capital Improvements

There is one major capital expense scheduled for 2013:
1) Resurfacing of the tennis courts.

The total projected capital expenditure for 2013 is \$30,265. This will be covered partly by revenues and partly by our reserve.

Once the tennis court resurfacing project began, the existing colour surfaces that were applied to the asphalt base were unfortunately worse than previously thought and needed to be removed. Once removed, the exposed asphalt base showed it needed significant work to bring the surface up to a respectable level that would allow the average player a suitable playing surface.

The Board decided the best and most judicious course of action at this point was a two-step compromise. Firstly, in the spring of 2013, a new asphalt overlay will be added to the tennis court area and court lines will be applied directly to the asphalt so that the courts will be playable by June. Secondly, in the next one to two years, depending on budget, the colour surface will be added to the new asphalt. A court with new asphalt and regular maintenance will maintain its integrity upwards of forty years. The asphalt was not part of our original plan or budget and due to the increase in cost, the Board voted that this was our best

course of action to have courts available to our members for the 2013 season.

Pool Programs

Each year we have a number of members request that we offer the Bronze level swimming lessons. We would like to take this opportunity to explain that our pool cannot offer these lessons due to its size; it is simply not deep enough. In 2012 we offered a Pre-Bronze level course that we plan to continue in 2013. One of our top priorities with this issue is to ensure timely communication to our members of locations where the Bronze level courses will be offered (other Beechwood Pools).

2013 Revenue

Since 2011, membership fees have been subject to HST of 13%. Fees went up in 2011 and 2012 to reflect inflation but did not take into account the increase in tax that was required. While we did not increase the fees by HST, we were required and did pay the HST to Revenue Canada in 2011 and 2012 which actually resulted in lower membership fees being retained by the association. In light of this lapse in collection of the full amount of HST from the members, we are now adding HST to membership fees and it will be shown on your dues notice and will be added as a separate line item in our financial statement. We will not be adding an inflationary increase this year, therefore, the 2013 Membership fee will be $\$355 + \$46.15 \text{ HST} = \$401.15$.

We plan to ensure that we obtain 40 Associate Members in 2013, and this fee will be $\$490 + \$63.70 \text{ HST} = \$553.70$.

Projected revenue for 2013 (not including HST) is therefore approximated at \$153,365.

Financial Summary

We anticipate a fairly balanced budget for 2013 with a projected income of \$124,898 and expenses of 109,411. We anticipate our reserves will drop to approximately \$13,600. Our goal is to maintain a reserve between \$40,000 - \$50,000. Moving forward, we anticipate that we will see our reserves start to move back toward this number in the next couple of years.

Our established reserve practice mandates that we establish and maintain a reserve for anticipated significant pool and tennis maintenance.

Organizational Structure

The Association resolved to continue and expand upon the structural modifications made in 2005. Many of the Directors are returning in 2013, while a number of new volunteers have joined the BOD. All Directors are urged to take on a Deputy to both ensure cohesiveness during their absence as well as to plan for eventual succession. It is envisioned Directors should expect to serve 2-3 year terms.

Any interested volunteers for Deputy Director positions should contact Iris Strickler at iris.strickler@sympatico.ca or personally volunteer at the upcoming AGM (Wednesday, February 27, 2013 at 7pm at Mary Johnston Public School).

The following individuals are committed to serving on the Board for 2013. Note that Deputy Director positions for each position below are currently open unless otherwise noted:

President – Kelly McLachlin

Director of Finance – Monica Jutzi

Director of Financial Operations – Gail Tomka

Director of Communications – Jennifer Eliasmith

Director of Pool Operation – Catherine Leveck

Director of Pool Maintenance – Petri Varsa

Director of Tennis – Lynn Mrakava

Director of Volunteers & Distribution – Iris Strickler

Director of Grounds Maintenance – Chris Gruber

Deputy – Colin Prince

Director of Social Affairs – Rob Maxwell

Deputy – Mark Wolle

Director of Associate Members – Niki Vandenberg

Secretary – Wanda Van Bakel

Your Street Rep Volunteers

Smita Patel - 101 Ashberry Pl, 886-2544,

Delivering to all of Ashberry

Kate Durdan - 113 McCrae Pl, 746-7806,

Delivering to all of McCrae Pl

Trish Brown - 122 Ralston Pl, 886-9078,

Delivering to all of Ralston Pl

Lynn Mrakava - 107 Sandford Fleming Dr, 886-7579,

Delivering to 101–121 Sandford Fleming

Carol O'Heron- 133 Sandford Fleming Dr, 746-3727

Delivering to 122–144 Sandford Fleming

Jill Magazine - 104 Sandy Ridge Place, 886-5541

Delivering to 145–165 Sandford Fleming

Beth McCosh - 168 Sandford Fleming Dr, 746-5005

Delivering to 166–185 Sand. Fleming & Sandy Rd

Robert Williams - 114 Shaughnessy Pl, 888-6871

Delivering to all of Shaughnessy and Frederick Btg

Sue Breen - 138 Woodbend Cres, 747-5653

Delivering to 111–179 Woodbend (odd)

Brian Jewett - 137 Woodbend Cres, 886-4504

Delivering to 102–142 Woodbend (even)

Sharon Lee - 164 Woodbend Cres, 747-7279

Delivering to 144 –184 Woodbend (even)

**Beechwood West 1 Homes Association
Notice of Annual General Meeting**

This year's meeting will be held on Wednesday February 27, 2013 at the Mary Johnston Public School library from 7 - 8 pm. If you are unable to attend, please complete the proxy form below and drop it off at the Recreation Centre mailbox or send it to the meeting with a neighbour.

Proxy Vote:

The undersigned member of the Beechwood West #1 Homes Association Inc. hereby appoints Kelly McLachlin, President, or alternatively, _____, as the nominee of the undersigned to attend, vote, and act for and on behalf of the undersigned at the meeting of the members to be held on February 22, 2013.

At any adjournment thereof, in the same manner to the same extent and with the same power as if the undersigned was personally present at the said meeting or any adjournment or adjournments thereof.

Name _____ Signature _____ Date: _____

2012 Report and 2013 Projected Budget

		Actual	Actual	Budget	Actual	Budget
		2010	2011	2012	2012	2013
Income						
Interest		\$132	\$419	\$150		
Fees	Members	\$78,670	\$83,400	\$85,200	\$76,465	\$86,975
Associates	Ass. Members	\$18,150	\$17,480	\$19,600	\$14,310	\$18,200
Tennis		\$4,443	\$5,224	\$5,000	\$5,376	\$5,000
HST					\$12,021	\$14,323
Other		\$500	\$481	\$450	\$424	\$400
Sub Total Income		\$101,895	\$107,005	\$110,400	\$108,595	\$124,898
Reserves from previous year		\$55,378	\$57,761	\$49,879	\$49,879	\$28,467
Total Income		\$157,273	\$164,766	\$160,279	\$158,474	\$153,365
Operations by ministry						
Pool Maintenance		\$6,207	\$6,546	\$7,225	\$11,576	\$8,000
Pool	Payroll	\$42,377	\$45,335	\$46,000	\$42,063	\$46,000
	Programming	\$2,939	\$3,169	\$4,000	\$2,444	\$2,500
Court Maintenance		\$350	\$0	\$500	\$396	\$0
Tennis	Payroll	\$2,818	\$4,717	\$5,000	\$5,913	\$5,000
	Programming				\$238	\$500
Ground Maintenance		\$4,157	\$3,759	\$4,300	\$2,812	\$4,300
Communications		\$624	\$2,030	\$1,500	\$1,358	\$300
Social Committee Entertainment		\$5,445	\$3,911	\$5,000	\$4,400	\$5,000
Finance	Operations	\$700	\$1,696	\$600	\$723	\$600
Recurring Expenses						
Property taxes		\$5,210	\$5,386	\$5,548	\$5,515	\$6,000
HST Paid on Purchases					\$5,931	\$8,886
GST/HST paid to CRA		\$2,740	\$9,015	\$9,285	\$13,541	\$5,437
Utilities		\$9,510	\$10,187	\$10,200	\$10,016	\$10,200
Bank charges		\$90	\$153	\$200	\$19	\$200
Telephone		\$822	\$826	\$850	\$693	\$700
Insurance		\$5,054	\$5,478	\$5,642	\$5,620	\$5,789
Other expenses						
Operational expenses		\$89,043	\$102,208	\$105,850	\$113,259	\$109,411
Capital expenses						
Pool Maintenance Capital				\$2,000	\$5,325	\$2,000
Court Capital				\$31,640	\$11,354	\$26,265
Ground Maintenance Capital		\$10,469	\$12,259			\$2,000
Total Capital Expenses		\$10,469	\$12,259	\$33,640	\$16,679	\$30,265
Total Expenses		\$99,512	\$114,467	\$139,490	\$129,937	\$139,676
Net Income		\$57,761	\$50,299	\$20,789	\$28,537	\$13,689