

**MINUTES**

**Trustee / Admin Meeting**

10:00 AM Wednesday October 25, 2023

Via Zoom

Present: Chair Bryan Miles, Trustee Lee Davis, Trustee Brent Brucker, Administrator Janine Reimer.

1. **Approval of the Agenda** ..... Moved L.Davis; 2nd B.Brucker. Carried.
  
2. **Approval of the Minutes**
  - 2a. Trustee Meeting September 19 ..... Moved L.Davis; 2nd B.Brucker. Carried.
  - 2b. In Camera September 19 ..... Moved B.Brucker; 2nd L.Davis. Carried.
  
3. **Third Quarter Financials** ..... Administrator  
 The administrator reviewed figures as at September 30, and projected figures to year end as compared to the budget for 2023. Projections show \$13,000 available for contribution to reserves at year end as expected. The reserves balance is projected to be about \$5,000 less than budgeted due to some unexpected capital projects—the Brian’s Way leak, for example. Revenue is projected to be about \$1,000 less than budgeted because there will probably be no new water connection this year. Several expenses are moderately higher or lower than their original estimates, with the sum of expenses projected to be about \$2,000 less than budgeted. The projected annual surplus is \$400 more than budgeted.
  
4. **Bylaw 136 Review** ..... Trustees  
 The trustees reviewed recent revisions that were meant to clarify the conditions of water access and use. Discussion resulted in further reorganization and consolidation of some of the regulations.  
 .....Administrator to make revisions as discussed, and submit to trustees for final reading.
  
5. **Next meetings**
  - 5a. Operations Meeting..... 4:30pm Tue Nov 21
  - 5b. Budget Meeting, and final reading of Bylaw 136 ..... 10:00am Monday Nov 27
  
6. **Adjournment** .....Moved B.Miles  
 11:29 a.m.