



# Stay Connected

Published by the SPHM Board - MAY 2022

## Hello Sonoma Pines

This is our first newsletter from your newly elected SPHM Board, and we will endeavour to publish these frequently to ensure that everyone is informed on what is happening in our community. We also want to encourage each of you to participate; come to monthly meetings or attend by Zoom - we are working on setting this up for our May meeting.

The Board currently consists of 6 members. At our first Board meeting, we elected the officers for our corporation as follows.

Malcolm Metcalfe - Chair  
Mike Trenn - Vice Chair  
Greg Marshall - Treasurer  
Dawn Spence - Secretary  
Gary Kitchen - Managing Director  
Danielle Renaud - Director

The members have broad experience and backgrounds, as well, 3 of them have previous experience on the Sonoma Pines Board.

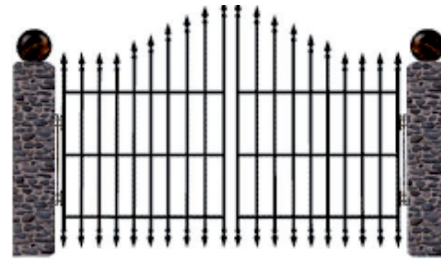
Last year, Lloyd Searcy served as both Chair AND Managing Director. This year, we have separated the two roles, and there is good reason for this.

The Chair's responsibility is solely to chair the meetings. The Managing Director is the board member that oversees the work of several people who report to him. In the past, much of this work was done by a Property Manager, but this is now done in-house. It has proven to be essential that our staff have one person giving directions and managing the operation.

The last few weeks has been particularly busy. We are just starting out and hope that you can be patient as we work our way through the many processes needed to run this corporation. At this point, we have made significant progress in several key areas.

## 1. Gates

We have work proceeding on getting the gates completed and into service. This is a complex process that



was started last year, and came to a halt in the late Fall for a variety of reasons. New motors are to be installed on the

lower gates, and kiosks for the intercoms are being installed at both the upper and lower gates that will allow people to open gates by telephone for visitors. The operating rules for the gates seems to be of concern to many, so we are working on the details and owners will be updated soon

## 2. Irrigation System Maintenance

In past years, much of our maintenance on sprinkler systems was contracted out or by volunteers. The volume of work and the cost of contractors has increased dramatically. We have a hired staff member who joined us last year who does most of the work that has been previously contracted out. He needed a

golf cart similar to the unit that is used for maintenance. After an exhaustive search the Board purchased a used machine to replace the leased unit that could not be re-



newed and was not cost effective. The lease was only intended as a short term solution. The new machine, costing \$8,000, replaces a unit that was costing more than \$900 monthly. We expect to see overall costs for irrigation system maintenance falling over the coming year.

### 3. Community Services Coordinator

Just before the AGM, the existing CSC resigned and we have now interviewed and selected a new CSC, Jon Connick, who started work this week. We have been extremely fortunate to find a candidate who has the skills and experience that Jon has. Contact Jon at [sonomapinescsc@gmail.com](mailto:sonomapinescsc@gmail.com)



### 4. Organization

Our new CSC will have a central role in operations. We expect concerns and requests should come to his office now and he will be the first line in addressing issues that fall within existing budgets. Tasks that require further approval will be brought to the Board. The process will simplify and speed the response to most needs. The board will be able to focus on and to address issues regarding policies, governance, and finance.

### 5. Depreciation Reports

On the issue of finance, our Depreciation Reports, driving the contingency fund targets were prepared by an outside firm. When I chaired a large strata property in Whistler, we hired a company to prepare a plan. That plan was very detailed and accurate, and when I visited recently, it looked terrific. Planned upgrades had been completed on a timely basis, and the result was strongly supported by the owners. Our existing plan covers underground services that are owned, maintained, repaired, and insured by Corix,



TELUS, and Shaw. This plan needs to be reviewed and updated. Contingency funds are very important to maintain in good order and are easily overlooked. We anticipate that we will find that we have more money put aside for emergency use than we need.

### 6. End Note

We have had several telephone and in-person meetings to get us on track and hope that you can have a little patience as we get settled into our new routine.

We welcome input from owners with suggestions or comments. Please feel free to send in comments and to let us know if this newsletter should be sent on a regular basis.

Finally, we want to recognize our staff and the great work that they do. The office staff have done a terrific job in helping the new Board to understand the needs of the residents, and they always respond to the needs of our homeowners. Please treat them with courtesy and respect that they so richly deserve.

*Malcolm Metcalfe, on behalf of the SPHM Board*



### Community Bulletin Board on Website

Check out the new addition on the home page of the SPHM website. The “community bulletin board” will have updated community news for residents to view at <https://www.sonomapines.ca/>

