

Sherwood Forest Lot Owner's Association

Board of Directors Meeting

Minutes

April 6, 2025 at 2:00 pm

347 Sherwood Forest Road

Present

Michael Connors, Laurie Fraser, Kevin Green, Jo Marchand, Aaron Mason, Ashley Mason

Meeting commenced at 2:04 pm

Review of August 17, 2024 AGM Meeting Minutes Action Items

Kevin welcomed everyone to the meeting.

1. **ACTION:** Peter, Kevin and Aaron to reach out to Cecil for his historical knowledge. – **Ongoing**
2. **ACTION:** Road Committee, including Kevin, will take inventory of all culverts along the road to ensure they are clear from debris before the winter months and will take corrective action. - **Kevin and Aaron have completed their inventory of the culverts along the road. Work continues to be completed as required. Kevin will complete work on the culvert between his two lots in the summer, once the road dries up and Big Yellow is working!**
3. **ACTION:** Road Committee will prepare an annual maintenance plan for road updates. - **Clyde has been booked to perform maintenance grading in June/July or when the road dries up. He will return in the fall to lay down additional “A” gravel. We do have some gravel left that Aaron and Fletcher have been using to fill in pot holes over the winter/spring. We’ll have a “Volunteer Shovel Party” in late spring to fill in other pot holes before Clyde can get in with his heavy equipment. Kevin will bring Big Yellow along to help with some of the bigger holes and move gravel.**
4. **ACTION:** Aaron to contact Travis re using “shoes” on his snowplough to reduce the amount of gravel being “thrown” into the ditch – **unfortunately, because Travis plows many different roads/driveways, he can't adjust his equipment just for us – he is aware of our concerns.**
5. **ACTION:** Confirm Summer 2025 AGM and party will be held at Aaron and Ashley’s – **Saturday August 9, 2025 will be the 2025 AGM and Summer Party at Aaron and Ashley’s. More information to come.**
6. **ACTION:** At the 2022 AGM it was agreed to increase “road fees” from \$250.00 to \$275.00 for two years with another increase in 2025 to \$300.00 – **to be discussed at the 2025 AGM in August. Micheal will have a better idea of our financial situation once he has all the winter invoices paid.**

7. **ACTION:** Michael to request itemized invoices from Travis for snowplowing and sanding – Aaron has been keeping track of when Travis was in this winter. He will match these events up with the invoice.

NEW BUSINESS

1. **Date and location of 2025 AGM and Summer Party:** to be held at Aaron and Ashley's – 347 Sherwood Forest Rd. Bring your swim suit for the pool. Party fund currently has about \$200 with a load of refundables ready to go and be cashed in. Funds will pay for hamburgers, hot dogs, buns, condiments, case of beer, pop, mussels and children's games. Jo and Micheal have the pot for the mussels.
2. **Road Work Planning:**
 - a. Kevin, Aaron and Clyde will conduct another road survey to determine where the next loads of "A" gravel will be applied in the fall. Once they have that completed, Clyde will be booked.
 - b. Brush trimming is the responsibility of the landowner to ensure that trees, shrubs etc. are cut back along the roadway. This is for safety of everyone so that there are clear site lines from all directions. The Association is responsible for the roadways from the Turtle Pond to Hwy 14. Another *Volunteer Brushing Day* will be scheduled to complete from where we left off last fall to the highway. We won't rent a chipper this year but will deposit all brush in the existing pile.
3. **Financial Update:**
 - a. Currently we have approximately \$8000.00 in the bank.
 - b. No winter invoices have been paid as of this date. Snowplowing and sanding should be approximately \$2400+tax.
 - c. The Municipality of Chester will send us our Road Dues funds in April/May.
4. **Spring Newsletter**
 - a. Laurie is currently drafting the newsletter with distribution in late May.
5. **Updated Memorandum of Understanding (MOU)**
 - a. We currently have an outdated MOU. The Board is looking into whether or not we need a lawyer to notarize an updated document.
6. **Other Business**
 - a. The locks on the garbage hut are not working properly. Kevin and Nancy soaked them in WD40 and cleaned them up but still sticking. Micheal will take them to a locksmith who is a friend and see if we need to have them replaced. If so, we will ensure that they are keyed the same as our existing keys. More information to follow.
 - b. Nicholas indicated to Kevin that he has a high-grade plastic that can be applied to the garbage hut floor for easier cleaning i.e. a pressure washer. He will deliver the plastic during the week of April 7, 2025. Kevin will ensure that the hut is "animal proofed" and will lay the plastic flooring.
PLEASE always ensure that all of your garbage is placed in tied garbage bags every time you drop it off at the garbage hut. NO loose garbage is to be thrown in the hut. This is a REALLY gross job for volunteers to shovel out and clean the garbage hut.

- c. Both Kevin and Micheal are stepping down in their roles as President and Treasurer respectively as of August 2025. Nominations will be received and voted on at the AGM in August, 2025. If anyone is interested in joining the Board, please let any one of the members know. None of these positions require that you be a full-time resident of either Sherwood Forest or Nova Scotia. Currently, we hold remote meetings for the majority of board meetings. There are only a small number of vendors that require payment via cheque which can be mailed to them. The new Treasurer will be required to attend, with the outgoing Treasurer, at our bank in to obtain signing authority on our account.
- d. Aaron is stepping down as Roads Director. If anyone is interested, please let any one of the Board members know. It would be beneficial for this position to be a local Sherwood Forest resident.
- e. All new positions will take effect as of the August 9, 2025 AGM and will be for a minimum of two (2) years.
- f. Kevin, Nancy and Peter will be fixing the flower box at the road. The Association will pay for the purchase of the lumber. Funds from the collection of refundables will be used to purchase some shrubbery and perennials.

Kevin adjourned the meeting at 3:15 pm