

Big Bald Lake Cottagers' Association  
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**BIG BALD LAKE**  
COTTAGERS' ASSOCIATION INC.

Minutes – BBLCA Board Meeting  
July 15, 2018, 10:00 a.m.

Present: Kim Letto, President  
Janie Zaitz, Treasurer,  
Sue Flanagan, Social Director,  
Nancy Boyce, Volunteer & Membership Director

Rich Corbin and Mark Richardson were not in attendance, but we had a quorum.

Also present: Angela Gill, Mariko Sormon

We have two new volunteers, Angela and Mariko.

Angela Gill is willing to take on the responsibility of Treasurer. Due to her limited time on the lake, Janie Zaitz, our Treasurer, is not a signing authority and does not have access to the on-line account to view/download statements or to accept money into the account. Nancy Boyce has been a signing authority on Janie's behalf and is the only board member with on-line access to the bank account. Nancy does not have the ability to withdraw money as two signatures are required. Kim Letto, President, is the other signing authority.

**Motion made by Nancy Boyce to elect Angela Gill, 72 Irwin Drive, Buckhorn ON K0L 1J0, as Treasurer of the Big Bald Lake Cottagers' Association. Seconded by Kim Letto.** Janie Zaitz and Sue Flanagan were in favour. Motion passed.

Angela will stand for election at the AGM on Saturday, September 16, 2018, but we will begin the process of transitioning the Treasurer responsibilities immediately.

Nancy Boyce will contact the bank to start proceedings to turn the bank account access over Angela Gill. Angela will also be given access to the [info@bblca.ca](mailto:info@bblca.ca) email account.

Mariko Sormon volunteered to help promote the association. Mariko will solicit sponsorship, advertising and welcome package donations. Mariko has already been actively involved in promoting the association on the BBLCA Facebook page and she will set up and maintain a BBLCA Instagram account. Mariko will revise our handout about what the association does and will provide input on website content including event descriptions in particular. Mariko is not

joining the board of directors, but will sit on a committee. Mariko will be given access to the [info@bblca.ca](mailto:info@bblca.ca) email account for the purpose of soliciting sponsors, advertisers, etc.

Janet White has an extensive background in branding, promotions and websites. Janet will work with Kim and Mariko on advertising for the directory and will produce the artwork. Nancy will update text for the directory. It was decided that directories will be produced this winter for distribution to EVERYONE on the lake, not just paid members. We will have a distribution blitz on the Victoria Day weekend, 2019. We see the directories as being good promotion for the association and they will include membership forms.

Angela will work with the advertising and sponsorship teams to track accounts receivable.

Nancy will share a Google Sheet with potential sponsors/advertisers with Angela, Mariko, Kim and Janet. Kim will give Nancy her current advertising list so that we don't miss anyone.

Sue Flanagan, will work with the advertising and sponsorship teams to obtain donation items for the welcome packages that Sue puts together for each new lake resident and for auction items to raise money for social events. Nancy will post auction items to the website.

Meeting Adjourned: 11:30 a.m.