



BPOA 2023/2024 Workplan

Area	Objective	Tasks	Resp.	Budget
Communications, Marketing & Membership	<i>increase memberships to 51% of potential property owners. raise BPOA profile and communicate effectively with members and partners</i>	- compile & send out newsletters & emails - maintain website - maintain Facebook page of BPOA - community outreach: Other Cottager Assoc.'s Membership in FOCA	Bill, Murray, Jeff, Daniel John	
Environment	<i>protect environment</i>	- monitor water quality - participate in KLSA - participate in Environment Council for Clear, Stoney & White Lakes - road clean-ups (June) - maintain garden area at main road sign - promote shoreline naturalization	Jeff Jeff, Kari Kari Bill Steve Bill	
Social & Recreation	<i>build sense of community</i>	- host annual BBQ/AGM (July 23, 2022) -subject to Covid situation have a Christmas Social for Board members (December 3 , 2022)	Jim & Grant	

Education	<i>educate residents on issues affecting lake/road</i>	- arrange for AGM guest speakers covering current areas of interest - submit articles of interest to newsletter & web site & email blasts	All John Bill	
Municipal Liaison	<i>build strong ongoing relationship with Township and County</i>	- monitor zoning and variance requests that have potential effects on our lakes - sit on committees as appropriate - attend council meetings and make presentations as appropriate - participate in Official Plan update - monitor noise & light complaints - monitor road safety concerns	Jeff & John Murray, Jim	
Governance	<i>ensure strong sustainable organization</i>	- recruit Board members to reflect membership - arrange for an AGM at Camp Kawartha for the membership. Board members report on their activities. (Aug 6, 2022) - appoint officers at 1st meeting of Board of Directors after AGM - By-Laws update	Jim Murray John, Murray	
Finance	<i>ensure BPOA is a viable solvent organization</i>	- develop annual budget - prepare financial statements for Board and annual statements for AGM	Steve Steve John	

		- arrange for annual review of financial statements - build reserve accounts for potential extraordinary expenses (i.e. trails, professional fees, etc) - maintain bank & investment accounts - maintain insurance	Steve Steve Steve	
Secretary	<i>Maintain corporate records of meetings</i>	- respond to all correspondence -arrange for someone on rotating basis to prepare & circulate minutes of all Board meetings and to prepare minutes from Annual General Meeting - ensure all corporate tax & information filings are done on a timely basis	Steve	
Other	<i>(1) Deal with pedestrian concerns on Birchview Rd and participate in development of strategic plan</i> <i>(2) Assist Camp Kawartha in Planning for Centennial Project</i>	- Participate in joint committee with DD and Birchview residents - report regularly to membership on progress - participate in working committee with Camp Kawartha to ensure there is no negative effects on our lakes from the planned “Living Building” project	Jeff, Jim & Daniel Jeff, Jim, Kari, Bill	