

THETIS ISLAND COMMUNITY ASSOCIATION

EXECUTIVE MEETING

July 5, 2011 at 9:30 AM

MEMBERS PRESENT: Matt Hess, Dee Smith, Virginia Lamb, Lesley Milliken, Ron Bannister, Nettie Hayter, Carolyn Askew, Don Sinclair. Andy Kerr and Hall Manager Anne-Marie Koeppen attended for part of the meeting.

AGENDA: THE PREVIOUSLY DISTRIBUTED AGENDA WAS APPROVED WITH THE FOLLOWING ADDITION; t-shirt sales at the market.

MINUTES OF THE LAST MEETING: THE MINUTES OF THE MEETING FROM JUNE 7, 2011 WERE APPROVED.

HALL MANAGER'S REPORT: Anne-Marie gave an overview of the hall bookings for July and August. In her report, Anne-Marie also alerted us to the opportunity to submit an application for a New Horizons grant. THE HALL MANAGER'S REPORT WAS APPROVED.

New Horizons Grant:

The New Horizons grant application was discussed while Anne-Marie was still present. Improvements to the doors and ramps could be incorporated into the application as they address the needs of accessibility for the Seniors who use the centre. The request from the seniors committee to have new round tables and new chairs would be incorporated into the grant application as well.

A DECISION WAS MADE TO STRIKE A COMMITTEE TO WORK ON THE GRANT APPLICATION WITH AN INITIAL DRAFT BROUGHT TO THE NEXT EXECUTIVE MEETING.. THE COMMITTEE WILL BE COMPOSED OF MATT, CAROLYN, ANNE-MARIE AND NETTIE.

Carolyn would like to see whether there would be some money from the grant going towards making the centre more accommodating for use by the 20-50 year olds in the community. Anne-Marie indicated that there were many other grants that TICA could apply for that would be directed to this age group. Ron wondered whether part of the grant could also be used to pay for a design for an addition to the current building.

TREASURER'S REPORT: The May report was distributed and reviewed. Virginia also reported that the CIBC end-of June balance is \$3800.95. One of the term deposits at Island Savings for \$13000 was not renewed and put into the chequing account to cover budgeted expenses for the kitchen renovation and other improvements this year. The second term deposit for \$20000 was left. If we get money from the New Horizons grant, then the other money in the term deposit will not be needed.

THE TREASURER'S REPORT WAS APPROVED.

MAINTENANCE REPORT: The kitchen painting project is underway. The outdoor cleanup has been moved to the fall.

MOTION: MOVE THAT WE AUTHORIZE PAYMENT OF \$500 TO INSTALL A 150 GAL. BUFFER TANK, FOR WATER, TO BE USED WHEN THE MAIN TANK NEEDS TO BE CLEANED.

MATT MOVED THAT THE MOTION BE APPROVED. CARRIED.

OLD BUSINESS:

Emergency exit project:

It was decided to delay this project until we see whether the New Horizons grant has been approved. Repairs will be made on the existing structures as they are needed.

Kitchen project:

There was a suggestion that a new floor under the cabinets be done at this time. Ron said that there is no need as a new floor would be built up to the cabinets and would not be very thick. We also discussed whether another coat of paint was needed on the walls. Nettie volunteered to do it.

Thetis Island Day:

Two functions have been planned. In July, in conjunction with the book and bake sale there will be a flea market. We are hoping to get 25 tables with a donation of \$20 to TICA from each table. In August, a dinner and art sale is planned subject to availability of volunteers. Ann Dickie is making the assessment.

By-law revision project:

There was a discussion about how there seems to be a difference between the memberships in TIRRA and TICA and how they are arrived at. Also how the two voting structures are not in alignment. Direction was given from the executive for the TICA by-law revision that there should be 1 vote for a single member and 2 for a family membership with no proxy votes. A draft of the by-law revisions will be ready for the Sept meeting.

Hall instructions project:

Instructions for the computer, generator, AV equipment, dishwasher and oven have all been completed by Dee. A master copy of all these instruction booklets will be put on to a disc. Thank you Dee.

Wall Hanging:

Proceeding as per previous report to the executive.

Storage area Standing committee:

Tabled until the next executive meeting.

Hall booking rules and forms:

Lesley said that these were now completed thanks to help from Dee, Matt, Anne-Marie and Veronica.

NEW BUSINESS:

Board decision making protocols:

As we are a consensus run organization, we should be able to make some of our decisions that need to be made before the next board meeting by either consulting with table officers or by email votes. If it was a table officer decision then all members will be kept informed as to the results. If it was an email decision that proves to be controversial then we would have to hold off on the decision until the next executive meeting.

Web-site:

As the TICA site has information on many groups in the community it is important that the TICA section be as informative and complete as possible. Our standard should be up to that of the TICF website. We would like to have the TICA minutes and bylaws online as well. It might be a goal to have all regular user groups develop their own page.

3rd party rentals:

It takes hours of the hall managers time to accommodate these 3rd party rentals which cuts down on the amount of money that TICA gets from the use of the hall. It was suggested that the sponsor for these 3rd party rentals could be responsible for showing the hall and discussing the procedures for its use as they will be meeting with

these parties anyway. It was suggested that there could be an increase in the rental fees to offset these expenses, possibly double the current rate. Matt agreed to follow-up with current 3rd party sponsors.

Whether to bill the improvement District for Water:

Currently the Fire Department gets their water from TICA for free. There was a lot of discussion regarding how this came about. It was decided to look into the full cost of providing this service and whether a fee should be charged. Many volunteer hours are used to keep this system running . The issue was tabled until after an actual evaluation of the costs is presented at the next meeting. Matt will keep the Fire Department informed of our deliberations.

Hall Tables: accepting ear-marked donations?:

The seniors committee is willing to donate money from their funds to help pay for the cost of new round tables. It was pointed out that these ear-marked donations could drive the capital agenda as they would have to stay on the books until used. As this donation would only cover part of the cost of the tables, the rest of the funds would have to come out of the TICA budget which does not have the funds for the full payment at this time. It was noted that if the New Horizons grant is accepted, money for these tables will be available. In the mean time repairs could be made to the existing tables when the need arises.

We declined to accept this ear-marked donation at this time.

Request to borrow stages for off-site wedding- policy question:

The policy in the past was not to lend out items from the hall as it would be a management nightmare. We would need a committee to oversee these requests and there could be some liability problems as well. We confirmed that our policy should stay as it is: We don't loan equipment off-site.

T-shirt sales:

Help was needed at the Sunday market to sell t-shirts. It was decided to buy a small table from Costco to be used for the sales at the market.

NEXT MEETING: Aug 2, 2011

ADJOURNMENT: THE MEETING WAS ADJOURNED AT 11:30 AM.

Donald Sinclair
TICA Secretary