

# **THETIS ISLAND COMMUNITY ASSOCIATION**

## **EXECUTIVE MEETING**

**December 6, 2011 at 9:31AM**

**MEMBERS PRESENT:** Matt Hess, Dee Smith, Veronica Shelford, Don Sinclair, Andy Keir, Lesley Milliken, Ron Banister, Nettie Hayter, Virginia Lamb, Jane Le Baron. Hall Manager: Anne Marie Koeppen was present for part of the meeting.

**AGENDA:** : THE PREVIOUSLY DISTRIBUTED AGENDA WAS APPROVED WITH THE FOLLOWING AMENDMENT: Library concerns re the internet was added to new business.

**MINUTES OF THE LAST MEETING:** THE MINUTES OF THE MEETING FROM November 1, 2011 WERE APPROVED.

**HALL MANAGER'S REPORT:** Anne Marie had received some requests about an hourly rate for hall use. There was a lot of discussion around the costs associated with only an hours booking.

MOTION: MOVE TO CHANGE THE FEE SCHEDULE FOR HALL USE TO \$20 FOR 1 HOUR, \$30 FOR 2 HOURS AND \$40 FOR UP TO 4 HOURS.  
VIRGINIA MOVED AND JANE SECONDED THAT THE MOTION BE APPROVED.  
CARRIED WITH 10 APPROVALS AND 1 OPPOSED.

A Jan 28 TIMA Robbie Burns Dinner booking was added to the hall managers report. Anne Marie and Matt met and agreed on changes to the hall manager's list of duties to more accurately reflect what the job entails. The goal is to bring the duties into line with our budget and to avoid the extra hours for which we have not been billed. Matt will update the list of duties and distribute it for review.

**TREASURERS'S REPORT:** Reports for both October and November were presented. The October donation from the Arts Council was \$1000 for their share of the costs of the new stage. Part of the HST costs for the new stage will be reimbursed.

**MAINTENANCE REPORT:** The roof has been cleaned with hydrogen peroxide but as there is still some moss on the roof there will likely need to be a some additional action to remove it. Andy will consult with Dave Pethick. More light bulbs have been bought and stored in the office. The shelf has been installed in the storage room for the fire department loanables. Andy has volunteered to take the water sample from the hall for January to be checked as Virginia will be away. The ballast for the light in the women's washroom has been upgraded. There has been a request from Will to install some dome lights in the hall.

### **STANDING COMMITTEES:**

Library: Sandy would like to remove the computer cabinet and replace it with a table for the computer. There was a concern that if the computer were more visible that it could tempt a thief. So we would like the board to be consulted before making any changes to this area.

Quarterly: The publisher has apologized for the problem with the cover page of the new quarterly. They will be giving us a 20% discount on the costs of the next issue.

Community garden: The raking service for leaves continues.

### **OLD BUSINESS:**

Wall Hanging: The plaques need to be put up by the wall hanging. Jane is going to talk to the committee before it disbands about setting up a cleaning schedule for the wall hanging. The board appreciates all the work that has been put into cleaning and restoring the wall hanging. Jane will see that a letter of thanks and appreciation is sent to the committee.

Merchandise sales: Cookbooks are now on sale and \$100 was made over the 2 days at the Quack Christmas market. They will be on sale at the Christmas market, Soups On and the pub.

Rental Charges for Islands Trust: They have been billed under the current rates for Apr – Sept. Rates may be lower under the fees set from the new motion under the hall manager's report.

3<sup>rd</sup> party rentals: Nothing to report.

New Stages: Going through the process of buying these stages has been a very successful venture with the Arts Council. A special thanks to Virginia for picking them up at the border.

MOTION: MOVE TO SEND A NOTE OF THANKS FROM THE TICA BOARD TO WILL LENNOX FOR ALL HIS HARD WORK WITH GETTING THE NEW STAGES. MOVED BY JANE TO APPROVE THE MOTION. CARRIED.

Jane will check with Will about what he would like done with the old stages. There are a number of groups or individuals who may have use for them.

### **NEW BUSINESS:**

Resignation of Ann Dickie from TICA board:

MOTION: MOVE TO SEND A THANKYOU CARD TO ANN FOR ALL HER CONTRIBUTIONS TO TICA AND ESPECIALLY FOR HER WORK WITH THE KITCHEN RENOVATIONS.

MOVED BY MATT TO APPROVE THE MOTION. CARRIED.

Matt will send a note to Donna Stadt concerning the continued concerns around the Food Safe 2 issue with regards to the seniors dinner.

Appointment of Kitchen Director: Nettie Hayter and Don Sinclair will take on this task. They along with Matt will meet with Ann to discuss the transition and kitchen protocols.

Appointment of new TICA Director: Our constitution says that we need to replace a director that resigns. All board members were asked to consider possible candidates and bring the names to the next meeting.

New TICA appointment to the TICF board: There was a discussion about some possible candidates. Matt will pursue this appointment with the individuals involved.

TIRRA/TICA Membership dues collecting: TIRRA will continue to collect the dues for 2012 but TICA will be collecting them starting in 2013. Dee Smith has volunteered to accept this job. She will work with Kevin Galbraith from TIRRA this coming year to learn the procedures. Matt will let Kevin know about the new fee schedule for the coming year.

Fire Safety issues: There was some discussion about the use of open candles at the hall. It was decided to keep the current policy in place, that is, no open flames at the hall. There have been concerns about the piano blocking the exit door in the hall. The piano will be stored away from this door. Ron will look at the casters and repair them if necessary so that it is easier to move the piano around.

A suggestion was made that we should look at a long term plan to put in a stronger sub floor in the hall as there seems to be some deterioration of the tiles when the piano is moved around.

A sign needs to be put up over the Fire Extinguisher to indicate that it is there. Dee will get the necessary sign.

Aikido Class charges: It was suggested that Grant talk with the parents of the students who come to the class to see whether they would set up a group who will book the hall and choose him as the instructor. This sets up a 3<sup>rd</sup> party relationship that works best with current TICA policies. Or he could set up a relationship like Yoga has with the Thetis Island Community Fund. Again a 3<sup>rd</sup> party relationship.

Community use of bandwidth in the library: When too many people are using the wireless set up in the library, computers seem to slow down a lot. The problem seems to arise when there are a number of individuals on SKYPE. There was some discussion as to whether we should contact TELUS for a newer modem or whether this would make any

difference at all. We don't want to discourage people using the system so no action will be taken at this time.

NEXT MEETING: January 10<sup>th</sup>, 2012

**ADJOURNMENT:** The meeting adjourned at 12:24 pm

Don Sinclair  
TICA Secretary