

THETIS ISLAND COMMUNITY ASSOCIATION

EXECUTIVE MEETING

January 8, 2013 at 9:31AM

MEMBERS PRESENT: Matt Hess, Dee Smith, Veronica Shelford, Don Sinclair, Leslie Milliken, Nettie Hayter, Ron Bannister, Rodney Brownlee, Carolyn Askew. Hall Manager Anne Marie Koeppen was here for part of the meeting.

AGENDA: The Agenda was approved after moving the Capital Projects item to the beginning of Old Business and adding the Door Code item to Maintenance.

MINUTES OF THE LAST MEETING: THE MINUTES OF THE MEETING FROM December 4, 2012 WERE APPROVED.

HALL MANAGER'S REPORT: Two private bookings have been added as well as a community booking for the Thetis Island Film Festival. The Mar 30 Islands Trust booking times will be coordinated with the Soups On times. Anne-Marie will be away from Jan 12-21.

TREASURERS'S REPORT: Highlights from the report include the \$4000 grant from the TICF, monies from Café TICA and the vendors at the Bazaar, \$3499 + HST for the purchase of the dishwasher and \$4100 + HST for the hot water system and mop sink. The income statement that the external accountants will prepare will take as income all the increases in the library and garden accounts as well as the Government Grant so that the net income will come in at between \$28000 and \$29000. Next year we will show a loss as we finish spending the grant money and show them as a capitalization expense. Carolyn moved that we accept the Treasurer's Report
A letter with donation was received from Tara and Ron.
A letter was received from Kelly Bannister indicating the approval of the TICF grant.

MEMBERSHIP REPORT: 14 membership cheques have been received to date.

MAINTENANCE REPORT:
Hall cleaning: Nothing to report.

Clean out storage building: Dee needs help cleaning out this area so that we can store some of the chairs that are not used regularly. The individuals who have items stored here will be approached to see whether any of the items are still needed. Carolyn and Leslie will help with the cleanout.

Computer Problem: fixed.

Door Code: There are concerns that too many individuals know the code and that it may be time to change it again. We will wait until Anne-Marie is back before addressing this change.

Ron indicated that the main roof gutter by the entrance to the hall has been fixed and replaced. The gutter near the kitchen will need to be replaced at some point with an approximate cost of \$1000. Ron will monitor these gutters and decide when this work needs to be done.

The tracks for the curtains in the main hall need fixing. This work can be done during the Spring Cleaning Work Day.

FUNDRAISING:

Café TICA: A successful venture that brought in around \$600.

Cookbook Sales: 2012 sales brought in \$1515.67. There are still 468 cookbooks left to sell. 49th Parallel in Chemainus may buy some to sell and Veronica will put up a notice for on-line sales.

STANDING COMMITTEES:

Library: Nothing to report.

Quarterly: Nothing to report.

Community Garden: Nothing to report.

Kitchen: Nothing to report.

Each committee should be looking at their terms of reference to see whether they need updating before the AGM.

OLD BUSINESS:

Capital Projects: Tables, Chairs and Table Cloths: Two additional Bridge Tables have been ordered. 5 of the old rectangular tables were sold after the Bazaar. 2 of the old card tables were disposed of. Dee will look at re-padding some of the old padded chairs.

The table cloths are being dispensed by the Senior's Committee but each user group will be responsible for cleaning them after use.

Access Improvements: There was a discussion as to whether we put out a bid for the work to complete the access areas from the two doors off the main hall or go with managing it in-house. It was agreed that Ron would put together a proposal for this project. The proposal would include his fee, costs, time needed and the volunteer component to complete the project. We will review the proposal via email so that the project can be started ASAP.

Veronica was able to find the plans to see where the septic field was located. This leaves the inner area around the driveway free to gravel if needed for some parking.

Carolyn will phone the paving companies and arrange for them to come over to do quotes for the handicap paving access area and some of the driveway. The paver would also be required to prep the area.

Any gravel that would be needed to fix the parking areas could be done at a later date.

Internet service: Not completed as there was a short in the wiring set up. This will be fixed tomorrow and after it has been tested, the Telus setup will be discontinued.

Hot Water heater: So far we are happy with this new system.

Dishwasher:

MOTION: DEE MOVED THAT WE RATIFY THE EMAIL VOTE ON THE PURCHASE OF THE DISHWASHER FROM COSTCO.
CARRIED.

When it arrives it needs to be picked up from the 49th Parallel within 24 hours.

NEW BUSINESS:

Application to TICF:

MOTION: VERONICA MOVED THAT WE RATIFY OUR DECISION TO APPLY TO THE TICF FOR \$4000 AS A CONTRIBUTION TOWARDS THE PURCHASE OF THE DISHWASHER, THE HOT WATER SYSTEM AND MOP SINK.
CARRIED.

Our application was approved by the TICF.

Revision of Constitution: It was noted that our constitution still has the health and education component in it. With the creation of the TICF these dedicated funds were moved from TICA to the TICF. Carolyn and Leslie will look at this purpose and revise the constitution before the AGM.

Matt is attending the VIU course on How to run effective meetings on Thursday Jan 17.

NEXT MEETING: February 5, 2013

ADJOURNMENT: The meeting adjourned at 11:28 am

Donald Sinclair
TICA Secretary