

THETIS ISLAND COMMUNITY ASSOCIATION
EXECUTIVE MEETING

May 21, 2013 at 9:30AM

MEMBERS PRESENT:

Carolyn Askew, Ron Banister, Nettie Hayter, Matt Hess, Virginia Lamb, Lesley Milliken, Dee Smith, Veronica Shelford, Don Sinclair, Gloria Taylor, Kathleen Thompson.

AGENDA:

New Horizons Grant Report was added to the agenda at Matt's request. WITH THIS ADDITION THE AGENDA WAS APPROVED.

MINUTES OF THE LAST MEETING:

THE MINUTES OF THE MEETING OF April 9th, 2013 WERE APPROVED.

INFORMAL DISCUSSION OF ROLES/RESPONSIBILITIES, STANDING COMMITTEES, PROJECTS FOR 2013-14:

- Possible expansion, repairs and renovation of the building was discussed, as this would take significant fundraising and should be considered well ahead of time. It was recognized that there is not an urgent need for expansion at this time, but it will be held in mind in the event of any large maintenance or renovation projects. Among those mentioned were re-doing the floors, upgrading the heating system, and expanding the kitchen.
- An ad hoc committee consisting of Ron Bannister, Nettie Hayter, and Gloria Taylor, was set up to look into what the main current needs are for repairs, upgrades or expansion, as well as design alternatives for expanding the hall's footprint independent of the competing needs for shorter term major maintenance items like replacing the floor. They will report back to the Board.
- It was decided to set up a Standing Committee for Maintenance, so that smaller and recurring decisions need not be continually referred to the Board. Terms of Reference will need to be drafted for this. Gloria has agreed to head this committee. It was noted that in view of the greatly expanded use of the hall (3 ½ to 4 hours per day on average, according to the Hall Manager), since the general limits to Janice's hours were set, we need to look again at what needs doing, the time needed, and expand the limits of the hours to allow for this.
- It was recognized that it makes the most sense for the Treasurer to be the one to empty the TICA mailbox, as most of the mail relates directly or indirectly to her area of responsibility. She will pass along anything else to the relevant Board member(s).
- Standing Committees:
 - Library – Kathleen Thompson will be the new Library liaison. The need for a new librarian is primary, but there was also discussion of the needs raised in the current Librarian's (Sandy Alexandre) report to the AGM.

Don Sinclair suggested looking into a computer program that might facilitate the check-in/check-out procedure. It was also suggested that we should have a clear idea of how much loss there is of books and other media, and whether it is great enough to justify the additional volunteer commitment to increase control.

- Garden Committee – There was some discussion of the apparent waning of activity and interest in the Garden Committee, especially with the increased activity of the ThINC group, which is made up of most of the same people. The possibility was considered of meeting with the Committee, to find out what their plans are, but nothing was decided. It was realized that the Committee could conceivably just go quiescent for awhile, without significantly adding to the Board's responsibilities, but there was some question about the funds sitting in their account. Nettie Hayter, the Garden Committee liaison, will report on this further.
- Quarterly Committee – General discussion, but there are no major issues outstanding.
- Kitchen Committee – It was suggested that some expansion of the kitchen would be very helpful, as it gets very crowded during major events.

TREASURERS'S REPORT:

- **Motion was approved** to CEASE CHARGING THE THETIS ISLAND IMPROVEMENT DISTRICT FOR THE USE OF THE HALL'S CHLORINATED WATER, IN VIEW OF THE FACT THAT WE ARE CONNECTED TO THE FAST INTERNET CONNECTION AT THE FIRE HALL
- **Motion was approved** to ADD DON SINCLAIR AND NETTIE HAYTER AS CHEQUE SIGNERS FOR THE BOARD, JOINING VIRGINIA LAMB AND VERONICA SHELFORD WHO ARE CURRENTLY ON THE LIST.

MEMBERSHIP SECRETARY REPORT:

Dee reported that, as of May 19th, we had 172 Family memberships and 59 Single memberships, resulting in a voting membership of 403. This compares favourably to last year, when by the end of the year we had 158 Family memberships, 77 Single memberships, and a voting membership of 393. This represents \$15,142.00 in fees paid for membership so far this year.

MAINTENANCE REPORT – WORK DAY PLANS:

- We will aim towards having the work day on Saturday, June 8th.
- Gloria's team to plan and oversee the workday will include (but not be limited to) Andy Keir, Nettie Hayter, and Don Sinclair.
- The outdoor work should include some staining of siding, removal of moss from the roof, and general clean-up. Gloria expects that about 75% of the work will be inside this year.

SATURDAY COMMUNITY FAIR PROPOSAL:

Ann Dickie sent a letter to the Board, outlining a proposal for a weekly Community Fair on any Saturdays not otherwise booked at the grounds and kitchen of the Community Centre. It is consistent with our booking policy that use of the grounds shall be at a rate to be negotiated with the user, so the Board agreed to APPROVE THE PROPOSAL IN PRINCIPAL, AT A FEE OF 5% OF VENDOR SALES.

It was noted that the group running the Fair are hoping that the Café part might well continue on after the summer, providing an opportunity for gathering and neighbourly visiting on a day on which many islanders are out and about anyway.

SUMMER SOIREE UPDATE:

Noted that the Summer Soiree Joint Fundraiser with the TICF will be on Saturday, August 10th, and that tickets have already begun to be sold, starting at the TICA AGM. We should all be encouraging friends and neighbours to come, as this is a major fundraising event crucial to both TICA and the TICF.

NEW HORIZONS GRANT REPORT:

- On May 10th, Virginia proposed a motion to be dealt with by email, since our next Board meeting was going to be delayed: THAT THE CONTRACT TO PAVE BE APPROVED UP TO \$15,500 PLUS TAX TO ENSURE THAT THERE IS SUFFICIENT CASH TO PAVE THE ANTICIPATED AREA. This **motion was approved**.
- The remaining work of paving needs to be completed by the end of May, to be in accordance with our contract. Carolyn will continue to oversee the work and ensure completion on time. Matt requested a small committee to help put together the required report to the government. Virginia, Dee and Carolyn volunteered.

REGULAR MEETING DATE:

It was agreed that we continue to hold our regular business meetings on the first Tuesday of each month. The NEXT MEETING will be June 4th, 2013

ADDITIONAL DISCUSSION:

There was some discussion of the details of the updating of the Executive Board Manuals, being worked on by Lesley and Carolyn.

Special Thanks were given to Matt Hess for his past work as President, and to Carolyn Askew for taking on the job now.

ADJOURNMENT:

The meeting adjourned at 11:45 am.

Veronica Shelford
TICA Secretary