

THETIS ISLAND COMMUNITY ASSOCIATION
EXECUTIVE MEETING

December 10, 2013 at 9:35 AM

PRESENT:

Don Sinclair - Chair, Ron Bannister, Virginia Lamb, Veronica Shelford, Dee Smith, Kathleen Thompson, Gloria Taylor. Librarian Celine Valestrand was present for the first 45 minutes.

AGENDA:

Agenda was approved with additions.

MINUTES OF THE LAST MEETING:

Minutes of the meeting November 3rd, 2013 were approved.

REPORTS:

- **Library Report:** Celine updated the Board on her progress with various projects. The cataloguing of the library onto a computer database, started by Sandy Alexandre, is continuing. Celine would like to introduce the “pocket and card” method of keeping track of books that are taken out, as being the most appropriate to our needs here. She would also like to start applying a simplified Dewey system (using large categories) for identifying and classifying the books, to make them easier to find and put back. Vicki Walker is considering a possible summer program for children in the library, and Ann Eriksson is looking at the possibility of combining the Nature Conservancy interests with a library program. There was also discussion of magazines (subscriptions, storage and presentation).
- **Treasurer’s Report:** Virginia thanked the Seniors’ Committee, Ron Bannister, Dee Smith and Gloria Taylor for their work in the renovation of the bathrooms. Ron was particularly generous with his time and help. It is estimated that the bathroom renovation, when complete, will come to about \$4500. It was noted that the Craft Fair donated \$160 from the table fees, and Café TICA netted about \$550. Dee noted that we sold eight cookbooks at \$5 each, and suggested that we continue to sell off the remaining approximately 300 books at that price, which was agreed. She said a thank you card from the Board was sent to Lesley Buhr for a donation of paper cups and other paper goods which were well used by Café TICA at the Bazaar. The Board requested Dee send another card to the Buhrs for taking on the maintenance of the Hall’s garden areas.
- **Membership Report:** Dee had a few questions about addresses for sending out the TICA/TIRRA membership forms.
- **Hall Manager’s Report:**
 - Among the hall renters during the last quarter was the CVRD, who rented the hall for two advance polling days, at \$200 per day (their set payment.)
- **Repair and Maintenance:**
 - Gloria reported that the washrooms and hall were painted now, and she is considering replacing some of the trim.
 - Floor cleaning has been put on hold until the new year, as the timing will need to co-ordinate with other projects. She will look into getting them done professionally, as co-ordinating a volunteer effort and getting the job done properly may be more than we can take on. She recommended we look at doing it during January or February.

- Gloria will pick up some Ice-Melt to have on hand during the winter.
- The waste baskets for the washrooms are on order, as well as a new carpet for the foyer.
- As promised, Gloria investigated what the community centre in her former home of Glenora charges for hall rental (just as a comparison, as this is also a small community of about 500-600.) They rent their hall for \$350 per event, not including the kitchen (an extra \$100) and also not including any of the equipment, in either the kitchen or the hall. All equipment is rented separately. It was noted that the Glenora centre has a full time hall manager. Anne-Marie will check with other halls for more comparisons.
- Gloria talked to Dean Mattson of New Image Interiors, who will come on January 6th to take away the curtains for repair and cleaning. He expects the job to be done by the end of the month.
- WISH LIST for 2014 and beyond centered on renovating the library: replacing the floor and carpet, painting the walls, putting in some kind of overhead lighting in the couch seating area, and gradually acquiring new furniture. The type of flooring Gloria is looking at would be (subflooring, insulation and flooring) about \$10 per square foot and up. The library is about 400 square feet in size. A rough estimate of a budget would be about \$7500, not including curtains or furniture. It was agreed that a sub-committee of regular users should be struck, to provide community input into the renovation plans and designs.

OLD BUSINESS:

- Dee noted that the remaining task in renovating the ladies' washroom involves installing an L-shaped curtain rod, with curtain, around the janitor's sink. These are on order from the States.
- There are prints still to be framed and hung in the foyer.
- Memorial bequest policy update, and discussion of the railings, was tabled to the January meeting.
- A letter of agreement has been accepted regarding the defibrillator purchased by the TICF: it will be kept at the Hall, but the Fire Department will look after maintenance, and perhaps hold classes on its use.

NEW BUSINESS:

- The Handicap Drop-off area was dangerously icy during the last cold snap. It was noted that Grant Gordon is normally willing to come through with his sand truck when he does the roads, and make the Community Centre access safer, but the drop-off area still needs separate attention. It makes sense for the event organizer to be alerted that this is part of his or her job, and Gloria will ask Anne-Marie to include that in her orientation explanations.
- Some kind of signage is needed to identify the drop-off area as just that, with no parking allowed.
- The Camera Club has asked permission to establish a display area on the wall to the left of the doors going into the main hall, for a changing display of their current photographic work. This was agreed to in principle, but we would like to know what sort of display structure they have in mind.
- Anne-Marie sent the Board information about a possible grant or grants from the Coastal Community Credit Union. The grants are for \$1000 and up, and specifically relate to their "key community focus areas" of Children and Youth, Economic Development, Environment, and Financial Literacy. Some part of the Library projects look like a good possible fit.
- We have been asked to move the water cooler and the rolling storage rack away from where they are to somewhere less obvious, for aesthetic reasons. However, it was moved by Virginia, and carried, that they are most useful where they are and should remain there. However, the Seniors' Committee and/or Soups On may eventually replace the current rolling rack with one better suited to the need.
- Since Tricia Hunter has agreed to serve on the TICF, it was moved by ???, and carried, that Tricia will serve as the TICA appointee.

- It was noted that Ann MacKenzie is on island more now, and has expressed an interest in continuing the work of Community archiving started by Don Sinclair.

NEXT MEETING:

The next meeting will be on Tuesday, January 14th, 2014, at 9:30 am.

ADJOURNMENT:

The meeting adjourned at 11:30 AM.

Veronica Shelford
TICA Secretary