

THETIS ISLAND COMMUNITY ASSOCIATION

Minutes – Executive Meeting

June 2, 2019

9:00 a.m. by Zoom

Present:

Ron Bannister, President

Don Sinclair, Vice President

Matt Hess, Treasurer

Teresa Moore, Secretary

Carolyn Askew, Director

Celine Valestrand, Director

Regrets: Kathleen Thompson, Director; Shirley Burr, Director

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1. Approval of Agenda. Carried
 2. Approval of minutes of May 5, 2020. Moved by Don. Carried
 3. Treasurer's Report: Treasurer's Report approved. Teresa moved. Carried
 4. Hall Manager's report – Nothing to report
 5. Membership Report: 161 families and 62 singles for a total of 384 eligible votes. Board approved one new family membership.
 6. Standing Committees:
 - a) Kitchen: Nothing to report
 - b) Repairs and maintenance: Nothing to report
 - c) *Quarterly*: Nothing to report.
 7. Hall expansion:
 - a) Communication & Engagement Committee: Don reported that the committee has finalized Thank You letters to members of the Forbes Hall Expansion Committee that has been disbanded.
 - b) Building – Ron gave a brief update on the current work projects.
 - c) Contract with PCH- Ron sent out the contract and addendum for board members to review prior to approval. Teresa will organize an email vote to finalize board approval of contract.
 - d) Structural – Peter de Hoog is communicating with the structural engineers.
 - e) Mechanical – Michel is arranging for mechanical contractor to consult with the Project Management Team once the roof is in place.
 - f) Further fundraising – Carolyn will put out an espokes asking those interested in fundraising to get in touch with her. There will be many levels to the fundraising such as general fundraising, Local Lenders and grant writing. Matt brought up that there is \$1700 worth of inventory that should be sold before purchasing any additional items. Teresa will bring this up at the next Communications & Engagement Committee meeting.

8. Old Business:

- a) AGM planning: As we can now have gatherings of 50 people, it would be possible to hold the AGM on the tennis court. Concern that there would be more than 50 people interested in attending. Carolyn will look into how soon after the last AGM we need to hold the next one. She will inform the board members and they will vote by email on date and format.
- (d) Lealand contract. There has been no correspondence from Lealand since the last meeting so assume there will be no action on his part.

9. New Business

- a) Board confirms previous email approval of members of the Communications & Engagement Committee meeting.
- b) Google Drive – Previous decision by board to house all documents on Google Drive. Teresa will proceed with action on this item.
- c) Capitalization of 2019 hall expenses- Matt reported the accountants want the expenses incurred in the construction to be itemized under capital improvements not expenses. Matt will investigate this.

Meeting adjourned at 10:00

Next meeting July 7, 2020.

