

THETIS ISLAND COMMUNITY ASSOCIATION

Minutes – Executive Meeting

September 8, 2020

9:00 a.m. at construction site

Present:

Ron Bannister, President	Matt Hess, Treasurer	Teresa Moore, Secretary
Carolyn Askew, Director	Kathleen Thompson, Director	Shirley Burr, Director
Celine Valestrand, Director	Regrets: Don Sinclair, Vice President	

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1. Approval of Agenda. Carried
 2. Approval of minutes of August 4, 2020. Carried
 3. Treasurer's Report – Matt submitted the August 31 Treasurer's Report for approval. Matt moved the report be accepted. Carried
 4. Paul Duncan attended the meeting by phone and presented his Capital Plan. Carolyn moved that the Capital Plan be accepted as the basis for financing of the Forbes Hall expansion. Carried
 5. Membership Report- Don was not at the meeting to present the latest numbers. Post meeting note: Don reported 163 family, 63 singles for total of 389 voting members.
 6. Standing Committees
 - a) Kitchen – nothing to report
 - b) Repairs and Maintenance – nothing to report
 - c) Quarterly – Teresa reported it will be out this week.
 - d) Hall Expansion
 - i. Communications and Engagement Committee – Teresa reported that the committee is working on the FAQ's for the materials for Sept 26 meeting. Meeting with Laurel March on Friday to discuss her plans of approaching selected community members for large donations.
 - ii. Funding Development Committee – Capital Plan completed as per Paul Duncan's presentation. Carolyn reported that she will not be contacting the parent's association for funding but will be writing to the community fund for a donation and the school district.
 - iii. PMT – Progress made with mechanical and should have a drawing of final plan this week.
 7. Insurance – Ron reported that our course of construction insurance expires on September 15. Matt is following up.
 8. Old Business
 - a) Letter to CRA regarding adding programming to our constitution. Teresa will send to CRA.

- b) Constitution and Bylaws – Discussion regarding changing our bylaws to allow a more expansive method of voting. Currently, we can only vote in person. We will work on changing the bylaws to match the BC Societies Act. Voting to be done at the AGM.
 - c) AGM Planning – Three votes will be held at AGM: one to take \$25,000 from operational fund towards the new septic system. The rationale for this is that the septic had to be upgraded even if there were not expansion. The other vote will be to amend the constitution to include programming, if the CRA confirms that such a move will not affect our charitable status. Postponing AGM to later date. The third will be the bylaw change in voting procedures.
 - d) Lealand Contract – nothing to report
 - e) Composition of board – new programming group has met and will be working on a Terms of Reference for board approval.
 - g) Process for establishing committees – tabled
9. New Business
- a) Vote meeting Sept. 26 – Need legal advice for the motion to borrow funds. Carolyn will contact Paul Duncan to draft a motion which she can then send to Bob Milne. Board will review. Notice must be sent out by Friday, September 11 (two weeks notice). Kathleen suggested that the vote be taken in the hall driveway, so people can see how far the work has come along. A group was formed to organize the logistics of the meeting: Teresa, Shirley, Kathleen, Carolyn, Don.
 - b) Matt reported the extraordinary work Randy and Lesley Buhr have done to keep the grounds looking good. Board appreciates their work and will send them a thank you note.

Meeting adjourned at 11:30

Next meeting October 6, 2020. Location TBD

