

THETIS ISLAND COMMUNITY ASSOCIATION

Minutes – Executive Meeting

March 2, 2021

9:00 a.m. via ZOOM

Present:

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

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1. Approval of Agenda. Carried
 2. Approval of minutes of February 2, 2021. Carried
 3. Treasurer's Report – Matt reported that he would like to record the \$25,000 that was transferred from the operating fund as a fund transfer. Moved by Matt that the \$25,000 expense transfer for the septic that was approved at the November executive meeting be treated as a fund transfer and be ratified by the membership at the next meeting. Carried.
 4. Membership Report- Don reported 114 families, 41 singles for total of 269 voting members have renewed.
 5. New Business
 - a) Financing- Carolyn circulated a document produced by Paul Duncan that outlined the process for establishing a line of credit with the Coastal Community Credit Union. The board asked Carolyn to thank Paul. It is well explained and the board supports the direction he is taking.
 - b) Canada Healthy Communities Initiative Grant – Carolyn reported that we are applying under their Healthy Spaces topic for less than \$40,000 to refurbish the pavilion and with the Parent's Association the playground. The grant has to be in by Monday.
 - c) Directors and Liability Insurance – Ron reported that Chris Pegg is approaching a couple of insurers for liability/property insurance and is awaiting Chris' response. For the Director's insurance, the program appears to be no longer available. Marjan will look into this and also look at costs through Volunteer Canada.
 - d) Telus internet – The fire department will not be providing WIFI for the building after March 31. Ron spoke with Tim French who recommends that we don't get a phone line but use the voice over internet service and port the phone number that Telus has saved for us to one of these services. As the phone is used infrequently, this would be the most cost-efficient way to go. Marjan will follow up with Telus.
 - e) Kitchen appliances – Ron reported that we will have commercial residential grade appliances in the kitchen as was the case in the old building. The plan has been approved by the engineers.
 6. Standing Committees
 - a) Kitchen – nothing to report

- b) Repairs and Maintenance – nothing to report
- c) Quarterly – nothing to report
- d) Hall Expansion
 - i. Communications and Engagement Committee – Teresa reported that CEC is working on a flyer outlining TICA's services to be included in the TIRRA welcome package. The ad for an IT volunteer has been placed on espokes and Marjan is handing the responses. Also, a signage and display group has been formed with Elisabeth Bond, Christina Kastings and others working on signage standards for the building.
 - ii. Funding Development Committee – See New Business 5(a) above.
 - iii. PMT – Ron reported that the CVRD building inspector will be on site on March 3 and occupancy after that.
 - iv. Programming Outreach Committee – Shirley circulated the results of the POC's survey and sought approval to publish it on espokes. The board approved. There have been a few inquiries from health professionals regarding setting up clinics or appointments using the care station in the building. She will look at other centers for sample contracts or rate schedules that we can adapt for our use.
 - v. Art Installation Committee- nothing to report.
- 7. Old Business**
 - a) AGM Planning – Kelly Bannister briefly joined meeting and reported that she has a lead on someone to host the virtual meeting for a fee. She is also willing to host it herself and will not charge. She asks that TICA produce an agenda for the meeting and outline of what is going to happen at the meeting so they can work on the technical requirements. She also recommends that TICA offer pre-registration to the members to establish what the numbers will be.
Discussion regarding proposed date of meeting on March 27. Decision to postpone AGM until April 24. Discussion regarding the bylaws amendments to be presented to members for approval. Teresa will prepare a document for board review.
 - b) Composition of board – Teresa will prepare a Call for Nominations for board approval then post on espokes.
 - c) Name change for purposes of signage – Carolyn or Marjan will get back to Peter Luckham and ask him to just clean-up the existing sign and restore it to the driveway entrance.
 - d) Hall Manager job description – Shirley asked that the board to review the job description again. She will re-send the document to the board.
 - e) Pool table donation – Matt spoke with the donor and he agreed to wait until the hall is completed so it can be determined if there is an appropriate location for the table.

Meeting adjourned at 11:10

Next meeting April 6, 2021 via ZOOM.

