

Minutes - GSCA Board Meeting

January 20, 2021

1. Opening of the meeting:

Dale called the meeting to order @ 10:03

Present via Zoom: Wanda Borley, Noni Fidler, Kaamran Hafeez, Howard Houle, Ken Manninen, Gary Mills, Dale Stohn

Regrets: Claudia Brann, Sherrill Dobb-Tisdall

2. Approving the Agenda: Noni *carried*

3. Approving the Minutes from December 16, 2020: Kaamran *carried*

4. Matters arising from the December 16, 2020:

ONGOING:

1. RDN deck resurfacing grant (Noni) - ongoing

2. VF/Nester Donate My Rewards grant (Noni)

a. current amount donated = No change posted (57,900 points). This program is different than the Community Card and therefore does not have a hard end date.

3. Well registration (Ken) - ongoing. In the letter to Doug Routley (MLA) the question is raised about extending the registration deadline.

4. Update Board Orientation Manual (Wanda) - ongoing. Progress is being made and expect completion by the end of February

5. Correspondence (all)

a. send correspondence to MLA, Doug Routley re Rollo situation (Ken) - **done**

b. Christmas message sent to members (Dale/Ken) - **done**

c. communication to members re membership (Dale/Noni/Ken) - completed and approved by Board to go out

d. thank you to PHC for paying holding fee (Dale) - **done**

e. letter of support to Gabriola Housing Society (Ken) - **done**. Electronic copies sent January 6th to the 3 trustees and to the GHS. Thirty-nine (26%) of members responded to request to authorize the Board to send letters of support. Of these, 30 (77% of respondents) were supportive and 9 (23% of respondents) were not.

6. Nominating committee update (Wanda) - With the resignation of Barbara MacIsaac from the Board, Kaamran agreed to take her place as a Board representative on the committee.

7. Planning (Ken) - Board was asked what surplus funds could be used for should charitable status be attained. Suggestions included green technology to lower costs and footprint, contingency fund to address unexpected maintenance issues, bursaries for geriatric study, reduction of rental fee or annual rebate especially to charitable organizations using facility

CURRENT:

1. Emergency Services Policy
 - a. align draft agreement and policy document re hospitality centre (Wanda/Ken) - **done**
 - b. Sherrill will provide Kaamran with Rollo regular phone numbers - **done**
 - c. Claudia to engage paramedics to set up inspection of AED - carried forward
 2. Check with insurance company about coverage of Rollo renters (Ken for Sherrill) - renters contents in storage lockers are not covered
 3. Charitable Status Application (Dale/Noni/Ken) - Nearing completion. In calculating cost for users of Rollo a spreadsheet was created in which estimated number of attendees and duration of booking were used to create a usage factor. Once supporting documents are assembled the submission may be sent.
 4. Turn off hot water (Gary) - **done**
 5. Turn down heat pumps (Dale for Sherrill) - **done**
 6. Alternate Board member with access to CRA MyBusiness Account? (Ken) - Dale will be set up to also have access to the account
 7. Create Gmail account for accepting e-transfers (Dale for Sherrill) - **done**
6. **New Business:**
1. Barbara MacIsaac stepping down from Board (Dale) - Barbara has resigned from the Board citing physical limitations. Dale sent a lengthy letter of thanks to Barbara for her service to the GSCA and enclosed it in a card. Barbara responded with a thank you note to the Board and committed to complete a supply inventory. The Board agreed to wait until after the AGM to name a new supplies coordinator.
 2. Weekly check of Rollo for vacant building insurance coverage (Dale for Sherrill) - Due to the current vacancy of Rollo due to public health restrictions, the insurer requires the building to be checked every 72 hours to maintain coverage. **TO DO:** Wanda will draw up a sign in sheet for Rollo that is to be signed each time a check is done by a Board member. Board members will send out a brief email to other members when they check Rollo. No schedule will be set up unless this process is not successful.
 3. Second meeting with PHC re. consideration for lease of GSCA land (Dale/Ken) - Dale Ken attended another meeting. **TO DO:** Ken to write up minutes of meeting.
7. **Reports:**
1. Treasurer/Membership – Dale for Sherrill. Chequing Acct. = \$7,198.13 plus \$2,100.00 RDN grant for deck materials. Savings Acct. = \$15,109.13
 2. Events & Keys – Kaamran - a few requests to rent Rollo have been received and declined by Kaamran. The Christmas spirit fest successfully took place in the Rollo parking lot and no rental fee was applied
8. **Meeting adjournment by Dale @ 11:08.**