

Minutes - GSCA Board Meeting

September 21, 2022

1. Opening of the blended Zoom/in camera meeting:

Gary opened the meeting at 10:02

Present: Wanda Borley, Sherrill Dobb-Tisdall, Kaamran Hafeez, Howard Houle, Kim Kristiansen, Ken Manninen, Gary Mills, Richard Strachan

Regrets:

2. Amendments to agenda: none

3. Approving the agenda: Kim - **carried**

4. Approving the Minutes from August 17, 2022 Board Meeting: Wanda - **carried**

5. Matters arising from the August 17, 2022 Minutes:

ONGOING:

1. Planning (Ken)

- No additions to Expenditure List

2. Correspondence (all)

- none

3. Bicycle rack -

- Gary contracted the installation of the bike rack.

4. 2022 Nomination committee (Ken/Richard) - member Jan Pullinger has agreed to serve on the committee.

CURRENT:

1. Updates to Board Operations Manual

- Ken resent reformatted copy of the updated version in PDF format to directors

2. Purchase of additional long table

- Wanda purchased the table for \$223.

4. Commercial insurance policy renewal/coverage

- Former real estate broker, Randi Lynch that best way to get reliable estimate of replacement cost for building is to engage a builder or discuss with insurance broker.

TO DO (Ken) - follow up with local builder

5. ESS use of Rollo for training sessions

- Wanda confirmed the current contract with the RDN includes accommodation for training sessions

6. **New Business:**

1. Capital asset accounting procedural change - after discussion with financial mentor, GSCA will resume expensing renovations to Rollo and writing them off in the year they are carried out. For insurance coverage purposes, the building value will be calculated as the previous year's value plus the cost of any renovations completed in the current year. The value reported to the Canada Revenue Agency will be the depreciated value of net \$0.

2. September 7th meeting with RDN, PHC and Community Hall re. cooling centres on Gabriola - see attached record of meeting.

TO DO (Gary) - Inquire if PHC is able to use their space at the Commons as a cooling centre

7. **Reports:**

1. Treasurer/Membership –

chequing - \$17,864

savings - \$15,139

of members - 128

2. Secretary/Communications - Member inquired why Rollo flag not flying at half staff during official mourning for Queen Elizabeth. Advised this was an oversight and no disrespect was intended and flag lowered. Hilary away in October 10 to November 23 so no website support at during this time.

3. Events and Keys - New Rollo rental cancellation policy requiring payment in advance and formula for withholding refunds based on late cancellations is now in effect. The bridge activity groups have resumed meeting.

4. Supplies - restocking of cleaning supplies is needed and order has been placed

5. Maintenance - Railings and posts on deck were varnished. Door handle of entrance door and toilet have been repaired. Soffit by entrance needs repair, paint touch up needed in large room and curtain over sliding door needs repair.

8. **General Discussion:**

1. Kim away November 13th to December 6th and Howard will take VIHA water sample in Kim's absence and address any critical repairs.

9. **Meeting adjourned by Gary at 11:15.**