

Minutes - GSCA Board Meeting

January 17, 2024

1. Opening of the in camera meeting:

Kaamran opened the meeting at 10:10

Present: Wanda Borley, Kaamran Hafeez, Kim Kristiansen, Ken Manninen, Cheryl McNeil, John Peirce, Richard Strachan

Regrets:

Guest: Darla Jamieson joined the meeting at 11:15 to facilitate the ongoing process of developing a strategic decision making tool started at the October 15th strategic planning meeting.

2. **Amendments to agenda:** add to New Business: Gabriola Players agreement; Emergency plan for loss of water

3. **Approving the agenda:** - (Wanda) **carried**

4. **Approving the Minutes from December 13, 2023 Board Meeting:** - (Kim) **carried**

5. **Matters arising from the December 13, 2023 Minutes:**

ONGOING:

1. Planning (Ken)

- additions to planning expenditure wish list? (Ken) - add building security system (est. \$500)

- Darla Jamieson joined the meeting at 11:15 to continue facilitating development of decision framework for the board

- Grant application for roof replacement (Ken) - **TO DO (Richard)** - check for grant deadlines to ensure a submission is made on time.

2. Correspondence (all) -

- 2024 assessment of Rollo property and buildings - the assessed value for Rollo has increased to \$343,000 (building) and \$61,200 (building)

- LeeAnn Shannon, councillor at elementary school emailed about contact information for Rollo volunteer school coordinator. Ken responded that no such position exists on the board but that if she could be more specific about her interest, perhaps a member contact could be provided. No response has been received.

3. Lawn maintenance and snow removal contractor arrangements? (Kim) - our most recent yard maintenance contractor has moved away and snow removal has been on an ad hoc basis with Bob Rooks.

TO DO (Kim & Ken) - Develop a contract for lawn maintenance and snow removal with Phoenix Landscaping (Mike Stuart)

CURRENT:

1. Nominations committee update (Ken/Cheryl) - A third communication from the nominations committee will be sent to members informing them of the consequences for GSCA of not being able to field a Board of Directors. At the moment one candidate has been identified. A minimum of one will be required to comply with the minimum number of directors specified in the bylaws.

2. Ken was to provide access to board members to shared Google drive - **DONE**

3. Kim was to work with Judith Madsen concerning LED lighting in large room - **DONE**
The total cost was under \$500 so Palette People will not be asked to contribute.

MOTION (Wanda) - The cost of the lighting upgrade will be paid by GSCA. **carried**

4. Kim was to discuss possibility of local contractor taking over his duties as Rollo maintenance coordinator. Kim discussed the concept with Erick Martin who is currently looking over the duties Kim provided and will add to the list if needed.

TO DO (Kim/Ken) - Draft contract for Erick.

5. Richard was to develop MOU with PHC concerning furthering discussion about a second building on the Rollo property. **in progress**

- John was advised by Islands Trust that an application for a setback for construction would be required but Richard was advised by PHC that the biologist who assessed the property said an application is not required.

6. New Business:

1. septic clean out and inspection (Kim) - **carried forward**

2. agenda for AGM (Ken) - Ken advised that any resolutions intended for the AGM would need to be brought forward at the February meeting.

- **MOTION (Ken)** - The 2024 GSCA AGM will take place on Sunday, March 24th.

3. Gabriola Players agreement (Wanda) - **carried forward**

4. Emergency Plan for loss of water (Kim) - Kim was advised by Vancouver Island Health Authority that an emergency plan would need to be developed to address a loss of water at Rollo. This is requested as part of Rollo's VIHA approval of the kitchen facility.

TO DO (John/Kim) - will develop the emergency plan for loss of water for Rollo.

7. Reports:

1. Treasurer/Membership –

chequing - \$32,066.39

savings - \$219..98

GIC - \$20,000

of members - 140 (2023); 67 (2024)

MOTION (Wanda) - Accept the financial report as presented. **carried**

2. Secretary/Communications - Rollo will have a table at the PHC organized community Wellness Fair at the Community Hall. Kaamran, John and Ken will man the table.

8. **General Discussion:**

1. Development of criteria for Board decision making (Darla Jamieson) - Darla joined the board to continue the decision framework development

9. **Meeting adjourned by Kaamran at 12:15.**