

Minutes - GSCA Board Meeting

February 21, 2024

1. **Opening of the in camera meeting:**

Kaamran opened the meeting at 10:00.

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

Regrets:

Guest: Darla Jamieson joined the meeting at 11:20 to facilitate the ongoing process of developing a strategic decision making tool started at the October 15th strategic planning meeting.

2. **Amendments to agenda:** - none

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

4. **Approving the Minutes from January 17, 2024 Board Meeting:** - (Ken) **carried**

5. **Matters arising from the January 17, 2024 Minutes:**

ONGOING:

1. Planning (Ken)

- additions to planning expenditure wish list? (Ken) - none

- Darla Jamieson continued facilitating development of decision criteria with the board

2. Correspondence (all) -

- Ken advised the Commons Homeless Committee about the discovery of the homeless encampment in the Rollo basement in January. The communication was copied to Vanessa Craig (RDN Director), Tobi Elliot and Susan Yates (Islands Trust trustees).

- Wanda advised the signed 5 year license of use agreement between GSCA and the RDN was received for use of the Rollo Centre by Emergency Social Services in the event of a declared emergency.

CURRENT:

1. Richard was to check the deadline for grants for which GSCA may submit an application for roof replacement. No decision has been made, yet, by the RDN about this year's Community Works funding. BC Gaming Grant deadline is June. An appeal to members for donations toward the roof replacement may also be considered.

TO DO (Ken) - Inquire of CRA if addition of 'programs' to GSCA purposes is appropriate or possible

2. Kim and Ken were to develop a contract for Phoenix Landscaping for lawn maintenance and snow removal.

TO DO (John) - provide a copy of the agreement between the church and Phoenix Landscaping to help in developing an agreement for GSCA

3. Nominations committee update (Ken/Cheryl) - Three new candidates (Barbara Hague, Jenny Newton and Marilyn Geater), for director have stepped forward.

5. Kim and Ken were to draft a contract for building maintenance with Erick Martin - Erick is not interested in an agreement but would be available to engage on a call by call basis.

TO DO: (Kim) - Get quote from AQuality about maintaining water filters and sampling water biweekly for VIHA certification.

6. Richard, John and Kaamran developed an MOU with PHC concerning furthering discussion about a second building on the Rollo property.

MOTION (Richard/John) - Sign off on the MOU between PHC and GSCA exploring the development of a second building on Rollo property. **carried**

7. Kim and John were to develop an emergency plan for loss of water for Rollo. John has provided Kim with the emergency plan for the church.

TO DO: (Kim) - submit emergency plan to VIHA by February 24th deadline.

MOTION (Ken/Wanda) - John to develop a proposal to add a cistern to the well water delivery system of the Rollo building. **carried**

6. New Business:

1. septic clean out and inspection (Kim) - cistern condition appears in good condition and is not in need of replacement at this time. One lid was replaced when pumped out in January.

2. agenda for AGM (Ken) - The 2024 AGM will take place at 10:00 on Sunday, March 24th. Topics for inclusion in the directors' report were reviewed. Items for discussion in New Business will include:

- 1) a resolution to change the name from Rollo Seniors Centre to Rollo Centre will be presented.
- 2) grounds maintenance contract with Phoenix Landscaping
- 3) issues with recruiting directors
- 4) new fee structure model
- 5) replacement of roof
- 6) installation of cistern

3. Gabriola Players agreement (Wanda) - renewed based on last year's agreement.

4. Auditing of finances (Cheryl) - having audited finances are an advantage to have for grant applications. Try to have completed in time for the AGM.

MOTION (Cheryl/John) - Engage an accountant to perform a minimum requirement audit of GSCA finances **carried**

5. Subcommittee to work on concept of new building with PHC (Richard) - The subcommittee at present will consist of Richard, Kaamran and John.

7. **Reports:**

1. Treasurer/Membership –

chequing - \$34, 275.80

savings - \$219..98

GIC - \$20,000

of members - 140 (2023); 101 (2024)

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

8. **General Discussion:**

1. Meeting with Pat Jacobsen (Kaamran) - Pat is a GSCA member and has worked on large projects. She proposed that GSCA consider the possibility of building housing space on the Rollo property and that funding could be leveraged to achieve this.

2. Development of criteria for Board decision making (Darla Jamieson) - continuation of development was undertaken

9. **Meeting adjourned by Kaamran at 12:20.**