

## Minutes - GSCA Board Meeting

February 15, 2023

### 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:

### 3. Approving the agenda: Kaamran - **carried**

### 4. Approving the Minutes from January 18, 2023 Board Meeting: Kim - **carried**

### 5. Matters arising from the January 18, 2023 Minutes:

ONGOING:

#### 1. Planning (Ken)

- Expenditure List additions? (all) - no additions
- GHWC advised GSCA to maintain observer status at January meeting (Ken)

#### 2. Correspondence (all)

- inquiry about membership payments - clarification was provided to member inquiring about membership payments vs. activity group payments (Ken)
- resignation of Hilary Plowright as GSCA webmaster - after several years of maintaining the GSCA website as webmaster, Hilary is stepping down. On behalf of the GSCA, the board sincerely thanks Hilary for her support
- TO DO** - Ken to arrange for card and gift of thanks to Hilary

#### 3. 2022 Nomination committee (Ken) - nomination forms sent to 3 candidates and discussion with 4th to delay putting forward nomination until next year.

#### 4. Website update (Ken/Wanda) - Wanda will be taking on task of webmaster and she and Ken will review website for edits.

CURRENT:

#### 1. Commercial insurance policy renewal/coverage

- consultation with insurance broker regarding appropriate level of coverage for replacement of Rollo is underway. Ken will provide broker with estimate of square footage cost of new builds on Gabriola so coverage may be reviewed.

2. January Gabriola Health and Wellness Collaborative (GHWC) planning meeting - Ken continues to attend monthly meetings for the moment. Key points from last meeting are GHWC will be putting forward through RDN Alternative Approval Process funding for a coordinator position for GHWC. The objectives for GHWC for 2023 to 2027 are: a) improving access to primary health care, b) increasing environmental protection, c) decreasing social inequities, d) improving emergency planning, e) improving opportunities for affordable housing
3. Decision that GSCA was willing to participate as a cooling centre under contract with PHC was conveyed to Brenda Fowler of PHC.
4. AED - Jenn Knight, paramedic, has agreed to provide a refresher on operation of the Rollo AED to members of the GSCA.  
**TO DO:** Wanda will arrange with Jenn to provide the overview on a Wednesday from 9 - 12 and will then advise members and sign them up to attend the session.
5. Kaamran purchased bluetooth speakers for the large room and has overseen their installation.  
**TO DO:** Kaamran will write instructions for use of speakers by those attending Rollo.
6. Purchase of laptop for financial program (Kaamran) - GSCA will purchase Wanda's ASIS M509DA for \$500. This laptop already has the accounting package loaded on it.
7. Contractors for snow removal
  - 1) Gary confirmed YardWorks will clear entrances to parking lot and building
  - 2) Gary will contact Bob Rooks to enter agreement for him to clear parking lot of snow on ongoing basis
8. Confirmation of status of activity groups

Photo Club - will be withdrawing as Rollo activity group and would reconsider should Rollo acquire WiFi. They requested to retain their booked show weekends for this year recognizing as a non-member group they will have to pay rental fees. This was acceptable to the board.

Dementia Group (Kaamran) - this group has not confirmed their attendance as a GSCA activity group and will be removed from the scheduling calendar
9. Planning for AGM
  - a) date set for AGM - Sunday, March 26th - 10:00
  - b) candidate bios- **TO DO (Ken)** - send out previous bios for directors standing for election this year and request that bios be submitted by March 8th
  - c) there will be a Zoom option again this year

- d) encourage attendance - directors are to encourage attendance with GSCA members
- e) activity group reports - **TO DO (Ken)** - request reports from all activity groups including ongoing renters.
- f) financial report - Wanda will have financial report for AGM. It will be displayed on screen so no need to have hard copies available
- g) directors' report- **TO DO Ken** will work with Kaamran to develop the report. Kaamran will be giving report as Gary will not be in attendance.
- h) 1st notice of meeting will go out with call for nominations by Feb 26th. This complies with bylaws to allow time for nominations to be submitted
- i) any special business - no special business has been identified by the directors but they should check with members if there are any issues they wish to bring forward.
- j) notice of meeting must be sent 2 weeks prior (March 12) according to bylaws. A second notice will be sent on this date with candidate bios, agenda, link to last years AGM minutes as well as Zoom coordinates.

## 6. New Business:

1. Clarification of member group privileges (Kaamran/Ken) - member activity group privileges, such as free weekends and ability to display creative work at Rollo, will only be afforded to GSCA members. Members of activity groups that are not GSCA members may not take advantage of member privileges.
2. Zoom subscription extension (Wanda) - GSCA will continue subscription to Zoom
3. Shaw WiFi (Kaamran)  
**MOTION (Kaamran/Kim)** - GSCA will subscribe to a 3 year internet connection with Shaw at a monthly rate of \$60 plus a \$50 initial installation fee. **carried**

## 7. Reports:

1. President - Gary will be away for month of March and will not be present for the AGM
2. Treasurer/Membership – A one year cashable GIC for \$20,000 will be set up. \$5,000 will be transferred from chequing to savings and then drawn from savings for the GIC. The interest rate will be 4.25%. If cancelled in first 30 days, no interest will be paid. Withdrawals must be in \$100 increments. The GIC will roll over at maturity if no direction is provided to Coastal Community Credit Union.
  - Wanda is providing additional historical accounting information on the financial printouts to assist directors in carrying out their fiduciary responsibilities
  - Contact for GSCA post office box 181 has been changed to GSCA from Ralph Hagen

chequing - \$27,637.80  
savings - \$15,206.53

# of members - 104

3. Maintenance - Janitor is ill and not able to carry out duties for near future.  
**TO DO (Ken)** - contact Janitor back up to ensure cover off is in place.

8. **General Discussion:**

1. Planning meeting for direction of Rollo in next 5 - 10 years (Ken) - proposed facilitated meeting with members in the fall to determine direction. This concept supported in principal by directors
2. Discussion about approaching Moveable Feast food truck to operate out of Rollo parking lot. Owner open to this option provided there is support from GSCA members for this. The trailer would need power from Rollo.
3. Discussion about renting cupboards to non-member activity groups.  
**MOTION (Richard/Kaamran)** - Storage cupboard rentals to non-member activity groups will be on a annual basis subject to one month notice to vacate. **carried**

9. **Meeting adjourned by Gary at 12:06**