

Draft Minutes, GSCA Board Meeting, May 21, 2025

1. OPENING: 1000

Present: Marilyn Geater, Cheryl McNeil, John Peirce, Kaamran Hafeez, Jenny Newton, Bill Greib, Annette Lorek (arrived late; left early).

Regrets: Barb

2. Approval of agenda

- a. Add possible visit by Jeff Malmgren from Health Care Foundation

Approval of Amended Agenda (John/Jenny) Carried

3. Approval of Minutes from April Board Meeting (John/ ??) Carried

4. Contract to replace the roof.

- a. Simpler design saved \$10K in costs and eliminated need for a building permit.
- b. Velsen Homes has provided a draft contract, and Marilyn/John made corrections and sent back to him.
- c. Estimated budget is \$37880 plus GST = \$39,774
- d. We have grants from New Horizon (federal, \$25,000, money in our project account and from the Nanaimo Foundation (\$13,00, money expected in June). As well we have raised about \$700 with the Raise the Roof campaign. Many thanks to those who organized the others; Day Tea and contributed the proceeds to this fund.
- e. Cheryl will look into what we need to do to recover 50% of GST.
- f. Motion to authorize the President to sign the contract with Velsen Homes. (Jenny/Bill) Carried.

5. Jenny pointed out the need for a **Communications Team** to handle many matters regarding the grants. *There was disagreement as to how this team should operate. This issue needs to get resolved ASAP.*
6. **Parking Lot.** Discussion about prohibiting overnight parking for insurance reasons and whether we need signage. The concern is that most of the parking lot is in fact a road allowance, and therefore technically managed by MOTI (Provincial Ministry of Transportation and Infrastructure). There was letter of understanding signed between GSCA (signed by Lynette Jackson) and MOTI regarding usage of the road allowance as parking area. We need to find and review same.
7. Agreed to invite Jeff Malmgren of **Gabriola Health Care Foundation** to one of our Board meetings to make a presentation re their 5 year Strategic Plan. Jenny to follow up.
8. **Rental rates.** Marilyn raised the need for us to review our rental rates as they have been unchanged since before Covid. Annette will check with other organizations and the rates they charge for room rental. Cheryl will check with Ken Manninen re history of setting our current rates.
9. **Art on Walls and Gabriola Players.** There Has been as issue about art on the walls during play productions. There is risk of damage, so some art has been taken down without informing Palette People. Annette is coordinating with Darla from Palette People to avoid the problem in the future.
10. **Cleaning Supplies.** Jenny and Marilyn are revising our ordering procedures.
11. **Basket Makers** wish to become an Activity Group. Motion (??/??) carried that Basket Makes become an Activity Group.
12. Advisory Committee of past Board Members to provide more continuity of perspective. Marilyn to proceed with setting up same.

10. Reports
 - a. Financial
 - i. \$38K in chequing account
 - ii. \$40K in Project Account
 - iii. \$272 in Savings
 - iv. \$21002 in GIC
 - v. Agreed to contribute \$100 to fund raising effort by Firemen to buy address number posts. When putting them in, Bill to coordinate post locations with effort for better directional signage.
 - b. Maintenance
 - i. Roof contract almost ready to sign.
 - ii. Minor outside repairs/cleanup around the heat pumps – done.
 - iii. Heat tape for cistern valves. Installed to forestall another freezing issue. Needs to be plugged in (in the cistern valve box) at beginning of cold weather and unplugged in Spring.
 - iv. Branches over electrical service line. BC Hydro cleared the worst. Bill to coordinate further pruning by arborist who offered to donate his time.
 - v. Need signage to indicate Entrance and Exit when on North Road. Bill is coordinating this.
 - vi. The rubber matting on the northern ramp needs to be replaced. We agreed we should install metal grid material to last rather than replace the rubber mat. Bill will look into costs. If <\$300, go ahead. If >\$300 bring back to next Board meeting for approval.
 - vii. We should install bollards to protect the well head from the snowplow. Could be a. directional sign post as well. Ideally this effort should be coordinated with post hole digging needed above.