

COWICHAN STATION AREA ASSOCIATION
DIRECTORS' MEETING
HELD AUGUST 17, 2010
MINUTES

Attendees: Cheri, Patty, Jeannie, Sue, Guy, Madelaine, Angela, Rick, Sarah (Regrets: Alison, Patrick)

Called to order at 7:30 pm

Approval of the agenda: Guy CARRIED

Approval of the Minutes: Guy CARRIED

Business:

1. Treasurer's Report: Angela reported that she has acquired and completed a ledger, complete with itemized monthly entries, that is available for anyone to review. Current balance is \$6034 (includes grants). Call to accept report: Guy CARRIED

2. School Site (order not per agenda)

- a) As per Alison's email, Ministry person looking after school disposal approvals (John Woycheshin) is on holidays until August 23. **ACTION**: Alison will follow up.

- b) Sarah has detailed costing of the Phase I: Annex @ \$2K

Gym @\$16K for roof, \$2k for paint, etc

Bus Stop (field) @\$6K

Discussion regarding gaining access to the site prior to approval by MoE, to prepare for tenant and for repair of gym. Decision to ask SD79 for a short term lease.

Motion from Madelaine: That the CSAA request from SD79 an interim lease of 1 year, renewable and to be superseded by any long term lease(s) granted by the Ministry of Education, to afford CSAA access to the school site. WHEREAS: the short term lease is required for access:

>to perform minor upgrades to the annex and gym

>to rent out the annex for generating revenue

>to provide limited community access to use of site

>hold fund raisers to start raising funds for major upgrades for The Hub

>to be able to make major grant applications, including Heritage Canada (deadline Sept 30)

CARRIED

ACTION: Madelaine to email Alison for following request. **ACTION**: Alison to write a letter to SD79 (addressed from Sue), for them to finalize

- c) Rick reviewed the fund raising meeting held August 4. Three focuses:

>fundraising focus for as much of \$30K by Sept 30

>application for Heritage Canada grant (up to \$500K) deadline Sept 30

>think of plans to raise \$1M balance

ACTIONS: Tasks to be accomplished:

-Rick: research grants

-Sarah detailed construction costs breakdown, required for HC grant

-signage at school "Raise the Roof" ad campaign

-Rick collecting ideas for first fundraiser early September

-Madelaine to contact Kathy Swanson offered to work on alumni contacts,

- Kathy knows roofers
- Sarah/Rick to work on Facebook
- Alison to follow up on charity status, invite tenders for tenants
- Madelaine has set up bottle depot account "Cowichan Station's The Hub" for donations
- Jeannie proposed 2 fundraisers: Bingo, Christmas calendar
- d) Alumni will be our fundraising focus for September. Alison will help as needed.

3. Planning workshop

(per Alison's email): "We talked briefly last spring about having an info session/workshop for residents who want to learn more about the OCP, zoning, bylaws, water issues, etc. so we can be better informed when issues arise or plans are updated. Mike tippet the head planner with CVRD has agreed to come any time we want to do a session. I can organize it and am wondering if/when we want to go ahead. Probably after the fundraising blitz later in the fall?"

Meeting input: Madelaine suggested we call these workshop/info sessions our "community conversations". Sue commented that the conversations are useless unless we have a site.

Decision to defer to next directors' meeting.

4. Trails: Patty now sitting at /attending Area E Parks and Rec commission. (per Alison's email): "Wondering if we sent a letter to Loren about this yet – if not we should. I have talked to both of them about it informally and a letter would help keep us in the loop re timing of appointments." As appointments are upcoming in the fall, decision that no letter of formal request required at this time.

5. ENP grant application: **ACTION**: Angela and Alison will follow up. As deadline for application is November 15, decision to defer to next directors' meeting.

6. Church update: Discussion about access to site. Madelaine commented that a recent article in a local paper indicated that while the "church" is decommissioned, there are no plans to shut the hall's access from user groups. Sue mentioned that AA still use site. **ACTION**: Sue will contact Cobble Hill church to determine how we/Cowichan Station can gain access to St. Andrew's. Decision to request CSAA access for our next Director's meeting Sept 21.

Next director's meeting September 21 at 7:00 pm at St. Andrew's Church Hall.

Meeting adjourned at 8:45 pm.

FOLLOW UP ITEMS MISSED FROM AGENDA BUT THROUGH SUBSEQUENT EMAILS:

- A) There was no follow up with Loren regarding the cement picnic table. Alison apologized to him on our behalf for not communicating (on the eve of delivery!) our change of plans to go with wood. **ACTION**: Sue will officially thank Loren for his picnic table offer and ask if we can defer it possibly for installation at a later date on the school field site, if that is agreeable to everyone.
- B) Patrick offered 2 wooden planter boxes. **ACTION**: Angela and Sarah offered to collect and store.