

COWICHAN STATION AREA ASSOCIATION
MINUTES OF DIRECTOR'S MEETING
NOVEMBER 17, 2009

In attendance: Sue, Patty, Madelaine, Anthea, Angela, Alison, Sarah, Rick, Jeannie, Guy

Called to order at 7:22 pm

Approval of agenda with additions to new business: Rick added media/CBC. Motion to approve by Rick. CARRIED

Approval of minutes of previous meeting: Motion to approve by Guy. CARRIED.

Business from previous director's meeting.

1. Village Committee – Angela reported that she had spoken to Larry Griffith of Highways; says no to any more signage on the highway – already overloaded. Says we are allowed to make up our own and pending approval from MoT can put them up. Suggested as a Historical Theme Route, or District Community. Angela will follow up on which pieces of each might be relevant to us.

Parks & Environment Committee – Sue reported that another Streamkeepers course is set for Nov 27 and 28. Cost is \$60 – if interested contact Cowichan Land Trust

2. Website – due to busy-ness of School site, request to defer to another meeting
3. Church business – Madelaine reported that RCMP putting on Community Policing Forum Nov 20 @6:00 with spaghetti dinner. Sarah emailed poster but due to difficulties with access to internet, had to send from her spouse's, so members may not open email attachment....word of mouth please.

Jeannie reported that Jackie Barker (former principal of Cow. Stn.) has her name on a blanket email list that reports similar crime watch info in Cobble Hill. She also is a member of a number of community organizations that may be of interest to CSAA. Jeannie asked for director's approval to provide our names to her contact list. All present agreed, however need Kevin's approval too.

ACTION: Kevin to provide approval for name to Jackie's list.

ACTION: Sarah to add Jackie Barker's email to our community email list – address to be confirmed by Jeannie.

4. Hub sign – now in trunk of Jeannie's car – hopes to have it installed this weekend
ACTION: Jeannie to follow up to have sign installed this weekend. Will also contact Hillbank for donation of rocks to beautify installation.
5. Charity status – Angela reports that we can proceed. Alison advises that she cannot complete forms without school business plan in place – straight forward application after that.

Business arising from school site meeting Nov 3

1. Costing information – Alison has pulled all info provided from directors (with thanks). She also met with Munroe Groebe (SD79) who provided extremely valuable information on maintenance, etc. Based on her information, proposes that we consider a long term lease from the Board (30 years?) for the annex – an immediate revenue generator. The balance of site would be improved and used as needed, with revenue directly to CSAA.

CVRD would maintain the grounds. Discussion followed. No decision yet. Alison provided bare bones costing for review. Jeannie reported that the Cobble Hill group's meeting had been postponed due to weather and they have info for her as well. Sarah presented second round of plan drawings. Changes proposed as follows:
Gym - New covered porch off east side for staging support, etc
LH main floor – open office concept (desks, computers, etc)
RH main floor – art space with unfinished floor
LH 2nd floor – community/commercial kitchen with gathering place/cafe
RH 2nd floor – space with movable walls (meetings, events, learning)
Enlarged bathrooms on both floors
Annex – as before

Discussion and questions. Decision to present floor plans as presented to open house on Nov 27

Sarah also provided some information on site development and costs including landscaping, heating, parking, windows, etc. Budgeting to be completed.

2. Sue reported on insurance:

For \$1m liability on site – approximately \$2800/yr

For director liability – approximately \$800/year

For tenant insurance – rider on centre's insurance (other about \$50/event)

ACTION: Sue to follow up re tenant insurance

3. Madelaine, Alison, Sarah attended SD79's Operation Committee meeting with a request to fix the gym roof. As tarp seems to be doing the job preventing interior water damage, will have to see if SD79 willing to foot est. \$17,000 bill to fix

4. Jeannie reported that several phone calls to round up people for fundraising has had no effect. Sue suggested that the next open house might offer some possibilities.

ACTION: Jeannie to contact Zane to assist in grant writing.

It was also suggested that as a site for Emergency Preparedness, certain costs are often cover by the Gov't; there is also environment and green funding to be had

5. Madelaine earlier reported that the SD79 disposition policy was to be finalized by end of Nov. and would go to sub committee early Dec.

6. Charity status (see above)

7. Building Code considerations – Sarah advises that she has contact info for an architect who can help make sense of much of it as he has recently done refit and earthquake mitigation on Shawnigan Lake school.

New Business:

Rick reported that he has a contact at CBC who indicated interest in our story as we get closer along. Sarah supported this info with additional opportunities.

Next meeting dates:

1. Madelaine confirmed site for Nov 27 community meeting at St. Andrew's church hall
2. Director's meeting to be set following that meeting

Move to adjourn by Patty. CARRIED....adjourned at 9:30.