

CSAA BOARD MINUTES – October 16, 2012
7:00-9:00 pm @ The HUB

Chair: Sue Wells

Directors Attending: Angela Davies, Alison Nicholson, Gord Iversen, Pat Calveley, Jill Thompson, Madelaine MacLeod, Cheri Ayers, Patty John, Rick Juliusson

Regrets: Sarah Davies-Long

Guests: Georg Stratemeyer, Volunteer Cowichan

Notes: Hand in completed CSAA volunteer forms, criminal record checks

Item	Time	Discussions/Motions/Decisions	Actions
Georg Stratemeyer-guest presentation Board Survey – Alison	7:00 pm	Presentation on Board Structure, duties and function. Notes attached	
Welcome, review of agenda and previous minutes	8:15	Call to order. Previous minutes and agenda accepted as circulated.	
1. Treasurer's Report – Angela		Treasurer's report attached. Accepted as circulated. Currently \$111,653 in bank.	
2. Secretary's Report - Madelaine		No correspondence Reminders to Rick, Sarah, Alison, Cheri, Patty re paperwork/record checks	
3. Old Business – <ul style="list-style-type: none"> • Janitor interview/contractor decision-Madeline/Sue 		Based on results of interviews, conducted by Sue, decision to have day to day cleaning contract be awarded. Motion: That D'Arcey be contracted on a month to month basis at \$17 hourly with proviso that she determine WorkSafe requirements. To be reviewed end February (year end). CSAA to provide supplies (Sue) CARRIED Back-and-forth communication to be through a log book. Patty to be contact, Madelaine is backup. More substantial cleaning requirements to be reviewed at a later date as well as "custodial" needs	Sue: check lease to see if any SD79 requirements applicable. Alison: draft contract
4. Annex Lease - Alison		Update on Inayat (Montessori school) Difficulties getting through licensing however she is still keen to proceed. Wash-room facilities may need change. Anticipate on board between now and January	Alison- to draft lease for March 1, 2013

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5. Committee Updates: Highlights and Questions <ul style="list-style-type: none"> • <u>Fundraising</u> – Jill -Carbon Tax eligibility (Rick)		Fundraising report attached. Need to host 125 th (Cowichan Station) party by March 2013; need to strike a committee to plan asap as 6 months away. Call for directors, etc to run door to door campaign Cowichan Energy Alternatives developing program to make carbon offset credits available to for purchase; CSAA would supply same and have "easy money" payback. Rick suggested we have an assessment done by CEA (annually to follow). More info needed	Madelaine: get receipt book for same Rick - continue to follow up
<ul style="list-style-type: none"> • <u>Community</u> – Patty -Christmas dance		Zane has agreed to organize Xmas dance. Seniors tea possibility to use Diamond Jubilee funds or need to be returned Camerata to be invited to play fundraiser concert Gym booked all weekends in November	Pat C to follow up with seniors
<ul style="list-style-type: none"> • <u>Facilities</u> – Angela -Security switch over - Madelaine -Occupancy permit for annex- see report		Facilities report attached: ETA for heat in 3 weeks; occupancy for gym pending; New roof, soil remediation, geo-therm pipe laying and electrical trenching all happening this week. Concerns raised by user groups of safety of site; need to make all aware of continued construction over next several months through signs, barricades, etc. Security switch over still pending; awaiting response from SD79	Madelaine: construction of barricades; installation of signage
<ul style="list-style-type: none"> • <u>Coordinating</u> – Alison 		Nothing to report	
6. Adjourn	9:13		

Item	Time	Discussions/Motions/Decisions	Actions
Next Meeting Dates		Board – Nov 20, Dec 18 @ 7:00 Community- Oct 26 @ 1:30 Fundraising – tba Facilities – November 6 @ tba	