

CSAA BOARD Minutes – Nov15, 2011

7:00-9:00 pm @ The HUB

Chair: Sue Wells

Directors Attending: Alison Nicholson, Patty John, Jill Thompson, Guy La Flam, Madelaine Macleod, Cheri Ayers, Zane Parker

Regrets: Angela Davies, Rick Juliusson, Lorraine Horn, Sarah Davies-Long

Notes:

Item	Time	Discussions/Motions/Decisions	Actions
1. Welcome, Introductions, Agenda, Review Minutes	5 min	Approval of minutes – Guy Approval of agenda - Guy	
2. Treasurer's Report (For Information) - Angela <ul style="list-style-type: none"> • Balance • Securities 	10 min	Treasurer's report accepted as submitted Donation of some shares requires signing authority of the attached document (standard from Credential Direct). Motion: that Treasurer and President are joint signing authorities for the Form. (Alison) CARRIED	
3. HUB logo - Patty	10 min	Patty presented two further options on the proposed logo designed by her brother (change of font, addition of two colours). A couple of Board members requested that logo design go out to the community in a competition (to VIU graphic design students, and/or Online 99 Designs). Further discussion that these and similar ideas had been proposed previously, but not pursued, in favour of approaching Patty's brother. At this time, approximately 1500 euros worth of time has been spent on the currently proposed logo. Motion: That the logo be approved in principal, as presented with tweaking of font and colour. (Sue) CARRIED	Patty will come to next board meeting with 4 options on currently logo design
4. Committee Updates <ul style="list-style-type: none"> • Coordinating – Alison 	70 min	On insurance claim from break-in: Things are going poorly, and will take longer to settle than hoped.	Madelaine will buy a ledger to document

<ul style="list-style-type: none"> ○ Insurance update ● Community Engagement – Patty <ul style="list-style-type: none"> ○ Draft rental application and agreement ○ Christmas dance plans ○ Organizing volunteers ● Fundraising – Jill <ul style="list-style-type: none"> ○ Wish lists ○ Christmas campaign ○ Business Partners ○ Grants (heritage & recreation) ● Facilities – Angela 		<p>Discussion on proposed rental agreement.</p> <p>Motion: that the Board approve the rental application and agreement subject to further Committee work on the rental spaces/rates prior to implementation and that the Board review the rental application and agreement within six months of implementation to ensure it is working well and the rates are reasonable and competitive. (Alison) CARRIED</p> <p>Zane presented Christmas dance plans (as sent to directors earlier) and will continue to organize. Will use volunteer list to get outside help.</p> <p>Madelaine presented a volunteer list , with names grouped depending on skill, created from current on-hand information.</p> <p>Committee chairs are to provide Jill with specific items required (wish list)</p> <p>Sue to be our bridge with businesses partners (Planet Clean, etc)</p> <p>Facilities update presented by Sue due to Angela's and Sarah's absences (and ensuing hard work!! 😊)</p>	<p>volunteers on site and equipment set up.</p> <p>Sue to follow up with fire marshall regarding fire extinguishers</p> <p>Jill to organize community work party Nov 27. Lorraine to organize garden work party.</p> <p>Rick to follow up with CVRD on recreation grant</p> <p>Jill will collect "wish list" items</p>
<p>5. Other Business</p> <ul style="list-style-type: none"> a. Church –what is our role? b. E&N – what can we do? c. Area E Planning Commission d. Area E Parks & Rec Commission e. Emergency preparedness? 	20 min	<p>Guy reported out on LERN meeting he attended – nothing that impacts CSAA</p> <p>Balance of items deferred to next meeting.</p>	
<p>6. Check-in /Update Rolling Actions List</p>	5 min	n/a	
<p>Next Meeting Date/Time</p>		<p>December 13th at 7:00</p>	