

CSAA BOARD Meeting – February DRAFT Minutes

5:30-7:30pm @ HUB Upstairs

Chair: Hilary Else Jill Thompson / Minutes: Mitzi Mogden-Dupuis

Attending: Jill Thompson, Barry O’Riordan, Jeannie McIntosh, Zena Green, Lisa Daugenet, Bailey Williamson, Angela Davies, Alison

Regrets: Melanie Watson, Kevin Westwick, Donna Shaw

Item	Notes	Decisions/Actions
Welcome		Approved Agenda w/ small edits (Include Lisa as attending to Jan meeting & retitle)
	Sandra has done a wonderful job with building our website. It is now live! She does require some content for various areas.	Action: Madelaine to get in touch with Sandra to share History of Cowichan Station information. Action: Hilary to get in touch with Donna re: mini-musicians information. Action: Mitzi to get Sandra 2016 Minutes
Madelaine/Policy	<p>Every piece is titled with their appropriate section headers.</p> <p>Has been approved (dates approved are right side)</p> <p>Suggests establishing a clause that includes how we got to where we are. This way we have background.</p> <p>Suggestion to review yearly.</p> <p>Applause to Madelaine for all the effort and leadership.</p> <p>Jill would like us to have consensus defined (as policy).</p> <p>Announced notice last year AGM to pass updated policy (special resolution, membership approval to accept Special Resolution).</p> <p>Barry suggests, we announce opportunity to suggest. Next meeting to pass the constitution (AGM).</p>	<p>Motion to Approve: Policy accepted unanimously.</p> <p>Action: Jill to write opening paragraph “Amendments will be made...qualifying statement outlining how we would be making edits...easily follow the trail”</p> <p>Action: Barry Print in Hard Copy of Policy Document and File</p> <p>Action: File our constitution to pass our bylaws. Alison to bring to next meeting for approval.</p> <p>Action: Jill to distribute information about consensus to the board b4 next meeting</p>
ED Update	<p>Annex Leases: Barry and Jill met with Inayat. Offered 4 year lease with current room and ½ of multipurpose space (only avail for 1 year). Looking for a clause in lease, until 5 year ECE, pending by May.</p> <p>If Inyat cannot get accreditation, we will need to find someone else. We need to be prepared with a finality date (suggestion is April 1st). We will include a termination clause (notice with revenue).</p> <p>AGM, May 9th 2017: May need to have memberships renewed 4 weeks ahead.</p> <p>Telethon again this year? Last year we raised \$2K (\$1K from one donor). Consider what we want through membership?</p> <p>Jeannie suggests sliding amount</p> <p>Alison \$20 family. Or donation of \$20 or more is auto memberships. This creates more tracking liabilities.</p> <p>Bailey suggests being bolder and telling people who we see here at the HUB of the membership (when they use the services/clubs)</p>	<p>Action: Email Newsletter Jill will head that up (and Hilary has volunteers to help she will connect with Jill) (AGM announcement, Canada 150 celebration, announcing Special Resolution)4</p> <p>Action: Jill and Diane will be calling membership list next month.</p> <p>Action: Barry to look into details: How to change the terms of the lease to accommodate Inayat’s requests and cover our interests as well.</p> <p>Motion: If obligations (assurance for 5 year ECE certificate) isn’t fulfilled by April 1st.</p>

Dwight	<p>Loves Frisbee/Disc Golf Course Hard copies circulated. Will pay for everything himself (~\$1K). Only rogue courses exist currently. Membership only (CSAA) course to allow for more control. Allows communication with members. Has built courses (Thornhill 25 years ago). Ecology: Alison ok as long as it's managed and it's preserved.</p>	<p>Now officially a member! Paid \$20 fee in person today.</p>
Fundraising Update	<p>Rec & Roll: \$100/week Have worked hard to keep it going. Spaghetti social: Jocelyn (nutritionist) will organize. Kids to help put on event. Recreation grant we are trying to get. Thrifties Smile cards: Load the card b4 bill and 5% goes to charity. Can we get on the country grocer receipts? Should define values at the board level (Steelhead LNG wanted to sponsor). Koksilah Watershed Cmtee: Jill has a presentation tomorrow at CVRD. 10 minute pitch at 1:30PM.</p> <p>Bailey suggests: Phillips Brewery to</p> <p>Easter Planning meeting: April 16th Pancake breakfast, Easter Egg Hunt, Music, Bistro Layla commits to having Kelsey High School stepped up to be Organizer. Ticket Sales, this time.</p>	<p>Action: Barry to meet Leah tomorrow to discuss Easter Fundraiser</p>
HUB Business Plan	<p>HUB Plan Planning: Original in 2010, updated 2013. 44 people responded to the survey: Now there's some competition. What is feasible? Ideas: If it's too specific, some people can't use it. If it's too general, specific people won't use it. Dance Studio had lots of conversation. Sprung floor and necessity to have level flooring across the whole upper space. Donated fir would keep historic flooring. Need costs (investment costs, maintenance perspective) for advice. Next Steps: Need a sub-committee (incl. Angela and Barry).</p>	<p>ACTION: Barry to get in touch with Andrew from heirloom Flooring: for consultation on longevity, maintenance and costs for flooring</p>

Adjourn: 7:30. Next meeting: March 14, 2017 @ HUB Upstairs / Rec Room