

**ANNUAL GENERAL MEETING
COWICHAN STATION AREA ASSOCIATION
May 16, 2017 6:45pm at The HUB at Cowichan Station**

Draft Agenda

1	6:45pm	Call to order. Explain intent to keep business under 1 hour (get kids home). Questions / discussion welcome later (or anytime) unless relevant to the agenda.	Jill	Jill - before we start - thank outgoing Directors, Lisa, Zena, Angela, me.
2		Adopt agenda.	Jill	Motion to adopt agenda.
3		Adopt minutes of last meeting; discuss any business arising from those minutes.	Jill	Motion to adopt minutes.
4	6:50	Presidents report (slideshow with thank yous) - include all committees/programs and acknowledge all funders.	Jill	Motion to adopt President and Committee reports as shown.
5	6:55	Presentation of Financial Statement and draft budget.	Kevin (Alison)	Motion to approve draft budget with an expenditure limit of \$210,000 for maintaining operations.
				Motion to create Financial Policy 2.12 Capital expenditures may only occur when revenues have been raised and allocated to cover that expense, and approved by the Board.
6		Directors and committee reports. Skip (refer to annual report)	Jill	
	7:00	Musical interlude followed by quick community photo and Board photos outside.	Natasha, Scott	
7	7:15	Appointment of Directors (election)	Barry, Mitzi	Motion to appoint the Directors as elected.
8	7:30	General business and work of Society - explain changes to Constitution and bylaws. Motion to adopt.	Jill	Motion to adopt the New Constitution and Bylaws as presented.
9	7:50	New business - invite from the floor.	Jill	Point out the new Policy Manual.
10		Adjourn.	Jill	

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Minutes

Recorded by Board Secretary Mitzi Mogden Dupuis

1. Meeting called to order at 6:45pm by Board President, Jill Thompson
2. Approval of the Agenda - CARRIED
3. Minutes of previous Annual General Meeting – APPROVED without changes
 - Business arising from the previous Annual General Meeting – none

4. President's and Committee Reports (slideshow format)
 - Renovations recently completed work updating outside of buildings including an information kiosk (Canada 150 & childcare grants) (thank you Angela, David, Jill and Richard)
 - Events (Halloween Fundraiser)
 - Christmas carolling
 - Café (overflowing)
 - Easter Fair (Fundraiser)
 - Plant and pancakes sale (thank you Dinters!)
 - Hub Film Club (successful 1st season)
 - Clay Hub doing really well (Stable renter, lots of community members)
 - Watershed Committee headed by Swarn Leung. On our way to being fully funded study of our eco system.

5. Financials:
 - Budget for 2016-2017 as presented is draft and will be approved by new Board at first meeting.
 - Have lost our Jumpstart funding.
 - Correction to note: \$8,800 (not \$88,000) in the financial Presidents report
 - Copies of Financials and Annual Report provided to attendees.

Motion to accept draft budget including \$93,000 to run the hub including Barry's salary, \$100K on our activities/special projects/fundraise Alison Nicholson moved, Melanie Watson seconded. Motion carried.

Motion to create Financial Policy 2.12 Capital expenditures may only occur when revenues have been raised and allocated to cover that expense and approved by the board. Jan Campbell moved and Bailey Williamson seconded. Motion carried.

6. Refer to Slideshow and Annual Report as Report from Committees and Directors.

Thank our outgoing directors:

- President: Jill Thompson
- Treasurer: Angela Davies (longest serving director). Staying on to be heavily involved in our renovations

- Director: Lisa Daugenet
- Director: Zena Green
- Director: Swarn Leung (stepped down mid-term)

7. Director Elections:

We stagger our elections (2 year terms).

Directors' Term carrying over:

- Secretary: Mitzi Mogden-Dupuis
- Directors-at-large:
 - Jeannie McIntosh
 - Donna Shaw
 - Bailey Williamson

Elected

President: Hilary Else (acclaimed)
 Treasurer: Kevin Westwick (acclaimed)
 Vice President: Melanie Watson (acclaimed)

Directors-at-large elected (four 2 year terms, one 1 year term):

Natasha Ayers (1 year term) (acclaimed)
 Rodger Hunter (2 year term) (acclaimed)
 Gerry Humeny (2 year term) (acclaimed)
 Diane Perry (2 year term) (acclaimed)
 Charlie Baird (2 year term) (acclaimed)

Volunteer Coordinator (non-Board appointment)

Zena Green

Motion to appoint the Directors as elected. Motion passed.

8. General business and work of Society

Motion to adopt the New Constitution and Bylaws as presented. Edited version reflects more 'modern language'. For charitable status we had to narrow our purpose as a facility. Bylaws provide direction: Membership. Investing. Borrowing. (refer to website). Bailey Williamson motioned to accept changes, Natasha Ayers seconded. All in favour. Motion carried.

Thank you to donors:

- Canada 150 Community Infrastructure Program
- CVRD (annual operations funding)
- Jumpstart (now Rec and Roll: Our Cowichan) supported by donations of \$100+ each from local businesses (and families).
- Real Estate Foundation
- All signs outside signify donations at \$1K or more
- Chairs donated by Cowichan Family Life
- Monthly donor Sandra Thomson

Thank you to our regular volunteers:

- Terry (Richard and Charlie) Tractor Tracks: cleared snow in our parking lot (allows us to control expenses and keep rent low)
- Dwight as gutter guru
- Mitzi with cloths
- Lisa, the water systems
- Gil Heise (groundskeeping)
- Sandra Thomson website design and ongoing updates
- Many others

9. New Business – questions from the floor.

- Time to renew Hub Film Club memberships for those who may interested!
- See new Policy Manual – copy at back of room. Thank you to Madelaine Macleod.

10. Adjourn 7:50pm

Pictures taken outside to celebrate the completion of the Welcome Mat project

IN ATTENDANCE at 2017 AGM

Diane Perry	Member	Madelaine MacLeod	
Gerry Humney	Member	Jan Campbell	Member
Natasha Ayers	Member	Angela Davies	Member
Charlie Baird	Member	Bailey Williamson	Member
Dwight Milford	Member	Ann Harrison	
Maureen Schwann	Member	Jill Thompson	Member
Werner Schwann	Member	Barry O’Riordan	Member
Matt Price	Member	Donna Shaw	Member
Alison Nichols	Member	Angela Davies	Member
Hilary Else	Member	Gayle Hurmuses	
Jeannie McIntosh	Member	Mitzi Mogden Dupuis	Member
Melanie Watson	Member		