

## CSAA AGM - MINUTES

Saturday, Sept 19th 2020 / 1pm @ Hub

Chair: Hilary Else

Minutes: Donna Shaw

Elections: Rodger Hunter

In Attendance: Jan Campbell, Amie Roman, Al Mikalishen, Natasha Ayers, Alison Nicholson, Joanna Dudley, Diane Perry, Henry Van Hell, Sarah Davies-Long, Lynne Rozenboomk, Melanie Watson, Roberta Fritz, Ronn Stevenson, Barbara Pervis, Janny Balme, Doug Marsh, Jacqueline Kellam , David Long, Angela Davies, Mitzi Mogden Dupuis.

Regrets:

**Welcome** 1pm Call to order 1.19pm

**Approve Agenda**, Motion to approve Al Mikalishen, Seconded Rodger Hunter **Approve**

**2019 AGM Minutes** , Motion to approve Rodger Hunter, Seconded Henry Van Hell

**Presidents Report** See Addendum I

Motion to approve Presidents report Amie Roman, Seconded by Sarah Davis-Long

### **ED Report**

Lynne added thanks to all our volunteers, and talked more about some exciting technology additions that are coming thanks to the ICET grant. Lynne also thanks Henry Van Hell and the Rotary for the help and support in getting the new water treatment system underway..

### **Thank yous and acknowledgements to funders and donors**

On behalf of the CSAA, Amie thanked ,our outgoing directors; Jeannie McIntsoh and Natasha Ayres for their incredible efforts. Amie also thanks Lynne and Ronn, our directors, donors and volunteers.

### **Financials**

Alison presented the 2019/2020 financial statement, explaining that we are doing remarkably well and are now in a position to be able to match funds for capital projects such at the washroom block and the septic system..

See addendum II for financials

### **Elections**

Rodger Hunter opened election proceedings.  
Hilary Else, Melanie Watson and Rodger Hunter are all mid term.  
2 years terms

Directors at Large:

Al Mikalishen (acclaimed)  
Henry Van Hell (acclaimed)  
Janet Campbell (acclaimed)  
Tracey Stevenson (acclaimed)  
Mitzi Mogden Dupuis (from the floor)  
Doug Marsh (from the floor)  
Secretary: Amie Roman (acclaimed)  
Treasurer: Donna Shaw(acclaimed)

### **New business**

Al Mikalishen reminded us all to look at the volunteer role lists posted on the wall.

Rodger Hunter invited us all to consider donating towards the \$4,000 shortfall in funds required for the water treatment system.

Angela Davies Long asked about the status of the cafe. Lynne provided an update - that a committee has been formed to try to bring the cafe back on Fridays and that a job description has been posted to help with this.

Roberta Fritz presented on behalf of herself, Jenny Balme and Janis Jones, requesting consideration of creating a space for a repository/images/map of the Church and graveyard at the HUB.

**Adjourn** Meeting adjourned at 2.11pm.

### **Addendum I**

Message from the President 2020:

This annual report covers more than a year, as we postponed our AGM during the pandemic so we could all be together in person again. It has been a very busy, challenging and productive one and half years as we continually work towards streamlining functions and managing new energies towards continued growth!

Our first Executive Director, Barry O’Riordan moved on in June 2019. Somehow we managed to stay afloat without this position (thanks to Ronn and key volunteers, especially Alison!) until October 2019 when we were blessed to have our new ED Lynne Rozenboom start performing her magic for us! Lynne is such an accountable, hard worker who continually proves her worth through each of the issues and problems that arise weekly and sometimes daily here at the CSAA - we are so lucky to have her on board! Lynne and Ronn make a dynamite team!

Together they have done great work in countless areas such as managing renters and lease holders; contracts; events; and helping us open our doors asap during this pandemic by creating a return to workplace plan for our facility.

Our Board of Directors have poured their passion into areas such as creating a marketing plan; a new website; a water system plan that was submitted and accepted by Vancouver Island Health Authority; a new water shed design and plan; ensuring safety equipment onsite; and now, working on reinstating the cafe, as well as creating a learning and broadcast center with our Hub resiliency through technology project!

The Koksilah Working Group has been busy sharing its now complete Ecosystem Based Assessment of the Koksilah Watershed. This is the most extensive and complete review of the entire Koksilah watershed and was created to help our community understand how our ecosystem originally functioned, the state it is in now, and where we should focus on restoration. See our new website [koksilahwatershed.org](http://koksilahwatershed.org). The report will be an excellent resource as the province and Cowichan Tribes First Nation are now exploring a long-term Water Sustainability Plan for the Koksilah.

After extensive renovations and code compliances Cowichan Community Workshop reopened May 1st, 2019! They helped install sound proof panels in the new upstairs rooms as well as performing regular maintenance, a number of electrical jobs and the installation of covid safety equipment. The Clay Hub continues to thrive and it is always such a pleasure to work with their board. We truly have an amazing multifaceted center here in our community! In 2019 we held our annual Easter and Halloween events in addition to our first year hosting the Homesteading Fair and a Christmas Fair, as well as a Christmas Tea, and two Pub in the Hub events in November 2019 and July 2020!

We have a few new fantastic volunteers involved in our Fundraising Committee! They have helped bring new life to the submission of grants this year and have made many fun plans for

the future! Grants were submitted for: operations; Rec n' Roll program; our new water system; as well as new septic system and washroom block. The committee also put together a very intensive grant plan for 2020-2022.

And I would like to make note of the Pollinator work done by Ted Leischner who is an amazing asset to our community and we look forward to more garden and flower projects with him in the future to nurture our relationships with the small creatures of our community! Much Love,

Hilary Else, President of CSAA 2019

CSAA Board 2019-2020

Hilary Else, President

Melanie Watson, Vice-President

Natasha Ayers, Treasurer

Donna Shaw, Secretary

Rodger Hunter

Al Mikalishen

Henry Van Hell

Jeannie McIntosh

Amie Roman

Janet Campbell

Leigha Rota

Gerry Humeny

Diane Perry

**Addendum II**

## Cowichan Station Area Association Statement of Financial Position

Accrual Basis

	Total	
	As of Feb 29, 2020	As of Feb 28, 2019 (PP)
<b>Assets</b>		
<b>Current Assets</b>		
Total Cash and Cash Equivalent	\$119,082.61	\$64,081.46
Total Accounts Receivable (A/R)	\$8,753.74	\$5,114.90
<b>Total Current Assets<sup>1</sup></b>	<b>\$127,836.35</b>	<b>\$69,196.36</b>
<b>Non-current Assets</b>		
Total Property, plant and equipment	\$908,236.23	\$925,744.14
<b>Total Capital Assets<sup>1</sup></b>	<b>\$908,236.23</b>	<b>\$925,744.14</b>
<b>Total Assets</b>	<b>\$1,036,072.58</b>	<b>\$994,940.50</b>
<b>Liabilities and Equity</b>		
<b>Liabilities</b>		
Total Accounts Payable (A/P)	\$9,947.98	\$1,583.79
GST/HST Payable	153.02	-11,898.46
<b>Payroll Liabilities</b>		
Federal Taxes	765.92	1,175.77
Rental Damage Deposit	1,120.00	220.00
<b>Total Liabilities</b>	<b>\$11,986.92</b>	<b>-\$8,918.90</b>
<b>Equity</b>		
Net Assets - Previous Year	709,585.65	709,585.65
Opening Balance Equity	0.00	0.00
Retained Earnings	294,273.75	181,538.60
Profit for the year	20,228.26	112,735.15
<b>Total Equity</b>	<b>\$1,024,085.66</b>	<b>\$1,003,859.40</b>
<b>Total Liabilities and Equity</b>	<b>\$1,036,072.58</b>	<b>\$994,940.50</b>

Restricted Funds: The year-end cash balance includes \$45,725.91 in restricted funds as follows:

- Externally restricted grant funds of \$21,380.91 from the CVRD and Real Estate Foundation for the Koksilah Project
- Externally restricted Sobey's grant funds of \$345.00 for seismic upgrades
- Internally restricted funds of 24,000 for building and land upgrades for up to 5 years

<sup>1</sup> Capital Assets are stated at cost less accumulated amortization.