

FBCA Board Meeting

Minutes

July 25, 2024 7:00 pm in person at Fanny Bay Hall

1. Meeting called to order by Tammy at 7:01 pm
2. Attendance: Elaine, Dominique, Judy, Kathryn, Lesley, ~~Melanie~~, Neville, Susannah, Tammy
3. Absent: Melanie
4. Moved Lesley to approve the Consent Agenda, including the minutes of June 27, 2024 Board Meeting. Carried.
5. Moved Elaine to approve the Agenda, with addition of Floor/Painting update. Carried.

Business:

1. Financial Dept Update – Tammy reminded of rules for in-camera discussions. The meeting went in camera, then out of camera to report the following motion: Moved Tammy to change bookkeepers from Nina LeBlanc to Harlow Bookkeeping effective September 1, 2024. Carried. **Susannah to send out updated cash deposit procedures.**
2. Building Foundation Update
 - a. Tammy outlined the quote for foundation repair received from McElhanney and her discussions with Comox Valley Regional District
 - b. Waiting for the conditional building assessment from CVRD before any decisions are made
3. Surveillance Cameras
 - a. Moved Dominique to spend up to \$1000 for the purchase and installation fees (if any) for 4 new surveillance cameras. Carried. **Tammy to check if our insurance rates would go down with new cameras.**
4. Hall Usage July 5-8 – sometime between Monday evening and Wednesday afternoon, garbage was left in Hall. Dumpster was full and unlocked.
5. Summer Market
 - a. Dominique will be the Director as liaison with Debby and Diana
 - b. Membership table volunteers respond to Sherry directly

6. Commercial cooler purchase – Motion conducted via email July 18, 2024. Moved Susannah: Purchase a commercial cooler as outlined in the quote from Russell Hendrix Foodservice Equipment at a cost of up to \$5300. Carried.
7. Standing Items:
 - a. Communications/Updates from Volunteers
 - i. Debby McRae reports that planning for the Summer Market; she has met with Diana several times
 - b. Items in Process List updates
 - i. #4 Water fountain water pressure – removed from list as water fountain has proven to be problematic
 - ii. #44 Liability insurance amounts on contracts; Judy has asked Erna to include “\$5 million liability” on contract
 - iii. #51 Surveillance cameras – 2407 Board Meeting motion to purchase
 - iv. #52 Email account setup - done

New Business

1. Floor/Painting update – 14 people to help with painting
 - a. Discussed possible new event: “Come leave your mark on the hall!” **Alaine to provide possible dates**; Kathryn to help organize

Meeting Evaluation

In-person meetings allow for more collaboration, creativity and laughter!

Adjournment: 8:45 pm

Next meetings: Governance August 13; September 17 Board Meeting September 26

September 17 Governance meeting may include a presentation about the new website. Further information to come.