FBCA Board Meeting Minutes

January 23, 2025 7:00 pm in person at Fanny Bay Hall

1. Meeting called to order at 7:04 pm
2. Attendance: Alaine, ~~Dominique~~, Judy, Kathryn, Lesley, ~~Melanie~~, Nancy, Neville, Susannah, Tammy, Teresa
3. Absent/Regrets: Dominique, Melanie
4. Approval of Consent Agenda, including financial statements for November and December, 2024; Minutes of November 28, 2024; Vote conducted by email December 3, 2024 regarding 5 year Financial Plan. Moved Kathryn. Carried.
5. Moved Teresa to approve amended Agenda, with the addition of parking lot discussion. Carried.

Business

1. Rentals Agent
    a. Moved Susannah to appoint Nancy March as an interim Director until the 2025 AGM. Carried.
    b. Nancy has agreed to stay on as Rentals Agent until March 31, 2025
    c. Programs – pickleball, aerobics and youth programs must sign new waivers; Susannah to send reminder
    d. Suzanne Murray will continue to access and forward messages from hall phone
    e. Committee needed to look at position description to refine, perhaps divide responsibilities. Judy and Nancy to come up with initial ideas and present to Governance on Feb. 18, 2025.
2. Future of Fanny Bay Flyer
    a. No February Flyer. Kathryn to put a notice on the website.
    b. Ideas for a committee to consider
        i. Condensed flyer
        ii. General agreement to continue with a paper Flyer
        iii. Investigate other software programs
        iv. Investigate sending to members list via email (link, pdf or email message?)
        v. Consider whether we continue with ads
    c. Volunteer requests to be placed on website – Alaine to send to Kathryn
    d. Committee required to discuss future of FB Flyer. Tammy will contact Sally and connect her with Kathryn for initial discussions.
3. Memberships Vacancy
    a. Sherry Harrill has resigned from Memberships effective Jan 31, 2025

b. Tammy will temporarily take over the donation software/platform, eventually to be transferred into the website.
c. Kathryn to change Memberships email to be forwarded directly to Treasurer.
d. Alaine to add "Memberships" to Volunteer request form

4. Strategic Planning – getting started
   a. Board expressed its enthusiastic support for strategic planning which Lesley has offered to lead in the future.

5. Board Approval for website support costs.
   a. Moved Kathryn to pay Calibrate Consulting up to 5 hours (at $125/hour) for additional website support. Carried
   b. Tammy to locate Calibrate Consulting contract. To be added to a February or March agenda for further discussion of website host, monthly fees etc.

6. Standing Items
   a. Communications from Volunteers – report from Community Welcome Team in Consent Agenda
   b. Items in Process List – new List "Items in Process Master 2025"
      i. Items 1-7 carried forward from 2022 or 2023
      ii. #10 Heat in washrooms – complete
      iii. #18 Studio Painting – added to #29
      iv. #21, #27 Dumpster fees for FBSS – complete
      v. #26 CVRD Presentation – complete
      vi. #28 Proposal for "Meet Your Neighbour" – complete

New Business

1. Parking lot. Moved Neville to order a load of gravel for the parking lot. Carried. Neville will order and advise when it's arrived.

Meeting Evaluation:

- Given the nature of the topics, we kept on track

Adjournment:

Meeting adjourned at 8:53 pm

Next meetings:

Governance: February 18, 2025 Board Meeting February 27, 2025