

FBCA Board Meeting Minutes

March 26, 2026 7:00 pm in person at Fanny Bay Community Centre

1. Call to order: 7:00
2. Attendance: Tammy, Lesley, Teresa, Charlie, Elaine, Linda, Alaine, Michael, Kathryn
 Regrets: Jess Absent: Dominique
3. Approval of Consent Agenda, including:
 - a. Part 1 Reports
 - b. Part 2 Decisions: Minutes, Financial Reports, Governance Recommendations
 - c. Part 3 Correspondence
 Moved by Kathryn. Carried
4. Approval of Agenda (no additions) Moved: Elaine Carried
5. **Business**
 - a. Lesley will compile the Annual Report and the following outline for Annual Report and Power Point was approved:
 1. Cover page with new logo (if the logo is ready and approved)
 2. Agenda for AGM
 3. Message from President
 4. 2025 Financial Statements
 5. Minutes from 2024 AGM
 6. FBCA Slate of Officers. Thank-you to outgoing Board members
 7. Thank-you to Volunteers
 8. Mission, Vision, Values (if finalized by meeting date)
 9. Organizational Structure with descriptions
 10. 2025 Year in Review: Program Reports
 11. 2026 Moving Forward: Operational Plan and Budget
 12. Strategic Planning Update

The AGM Agenda was approved as follows:

1. Welcome
2. Highlights from 2025 and thank-you to outgoing board and volunteers. Thank-you to the FBCA volunteers.
3. Business Meeting:
 - a. Approval of 2024 Minutes

- b. Approval of 2025 Financial Statements
 - c. Election of Officers – Nominating committee: Suzanne, Elaine
 - d. Motion to add new membership categories? Ask Erna
- 4. Moving forward: Plans for 2026 and beyond
- 5. Engagement theme: Community Strong – Celebrating Growth and Change (community-building, inclusion)
Daniel Arbour – Guest Speaker
Potential engagement questions: Refer to the attached article on Community Engagement for inspiration. Board members agreed to provide feedback to help frame the community engagement question(s).
- 6. Thank-you and next steps together.

The following is the AGM Action Plan

- Food Pizza from FBI- Tammy 5:30 pizza, AGM at 6:00
- Membership table – Keir, Lee
- Advertising – Make poster - Erna, Post in Flyer, Website, Facebook, announce in all programs, send to membership: Tammy
- Invite Daniel Arbour- Tammy
- Agenda on website under calendar events: Tammy to Jenn
- Set-up/Breakdown crew including – Board
- AV and music while people are eating – Tammy ask Bev and Dave
- Post Annual Report on website prior to AGM and Power Point on website at conclusion. - Lesley
- Volunteers included – Shout out to Volunteers – Elaine
- After party – Tammy
- Guidelines for Annual reports- Lesley
- Job add for Secretary advertised- Lesley
- Expressions of Interest must be received 14 days in advance of AGM.

Future Policy Discussion: Membership votes with new membership categories

- b. Estate Planning workshop
 - Planning completed by Tammy
 - Planning template available for future workshop planning
 - c. Summer Fund-raising event

-Tammy spoke with event planner who recommended it be planned over this year for 2027. Agreed. Continue to solicit a planning team and promote the concept in the community.

- Event planning template is now available.

-Volunteer Appreciation Event is being planned for early October.

- Add a series of technology workshops to the operational plan.

New Business - none

Meeting Evaluation: Short & productive

Adjournment: 8:11

Next meetings: Governance: April 14, 2026 Board Meeting: April 22, 2026

Meeting Materials:

- Consent Agenda: Financials (Profit and Loss, Balance Sheet); Minutes: February Board Minutes, March Governance Minutes; Governance Recommendations; Reports: Concerts, Welcome to Community, Music Club, Food Club, Building and Grounds, Information on the benefits of incorporation to consider for future, Next steps in the strategic planning process
- Board Discussion Materials: Suggested format for Annual Report, AGM draft agenda, Workshop Planning Template, Event Planning Template