# THETIS ISLAND COMMUNITY ASSOCIATION
# EXECUTIVE MINUTES
# AUGUST 28, 2009.

**MEMBERS PRESENT:** Carolyn Askew, Veronica Shelford, Dee Smith, Cecilia Inness, Petra Accipiter, Jan Therrien, Matt Hess, Ron Bannister, and Andy Keir.

**APPROVAL OF MINUTES: IT WAS MOVED BY VERONICA, SECONDED BY CECILIA, AND CARRIED THAT THE MINUTES OF THE MEETING OF JULY 22/09 BE APPROVED AS CIRCULATED.**

**HALL MANAGER'S REPORT:** Due to a communication mix up Grant was not present at the meeting, but his written report was discussed. Arising from his report it was determined that he should receive a copy of meeting minutes and an agenda for each meeting, that Ron would obtain the required allan key, that Petra would purchase three electric mouse traps, and that the cleaning materials in the mens' washroom would be relocated to the storage area.
Grant will be advised that the computer is in the office, that the wiring is complete, and that a power bar complete with appropriate surge suppressor should be used.
Grant presented invoices for $110.00 for July and $195.00 for August.
It was determined that Grant not be included in e-mail "banter" unless the issue being discussed was of relevance to his position as Hall Manager.
It was felt that caulking at the kitchen sink was not a major concern as nothing could be done to effectively correct the situation until the kitchen was remodelled.

**TREASURER'S REPORT:** Matt presented his usual monthly report together with a separate report indicating that we will show a deficit on this year's operations due largely, but not wholly, to : introducing a hall manager's position, hall maintenance expenditures, the lack of interest on our savings account, no fund raising, and software purchases for the Quarterly.
Discussion took place about the way bookkeeping entries for the Quarterly are handled, and Matt volunteered to examine this issue and return to our next meeting with a proposal to resolve the issue.
Carolyn indicated that she'd put the question of remuneration for the Quarterly on the agenda for the next meeting.
The possibility of receiving financial support from the Community Fund was raised and Matt volunteered to explore this matter.
**IT WAS MOVED BY CECILIA AND SECONDED BY JAN THAT WE ASK OUR TREASURER TO ESTABLISH AN ACCOUNT IN OUR BOOKS FOR A BUILDING FUND. THIS MOTION WAS CARRIED.**
Considerable discussion took place on matters relating to the library, showing films and an extension to the library. Issues raised in the course of this discussion included: library expenditures greater than $1,000.00, library records, library budget, who should pay for the movie license, who should receive any proceeds from showing movies, a movie committee, how the library came to be under TICA's umbrella, the possibility of receiving library funds towards expanding the library, and the possibility of receiving support from the library for hall utilities. Throughout this discussion it was emphasized that we respect the ownership felt by the library volunteers and that we tread gently, seeking resolution through discussion and suggestion. Matt was authorized to approach Sandy with regard to the $1,000.00 matter and to ask about their plans for the money in their account.

Matt asked about janitorial expenses and was advised that expenses should not increase as user groups should do much of the cleaning themselves and, if not, the hall manager should address the matter. Given our budget situation Matt was concerned to fix hours and set a limit for janitorial expenses. Cecilia volunteered to be a liaison with Janice.
Ron raised the question of Telus expenses and Matt responded to say that there had been an error on the part of Telus and that all was now well.
**IT WAS MOVED BY CECILIA, SECONDED BY JAN, AND CARRIED THAT THE TREASURER'S REPORT BE ADOPTED AS PRESENTED.**

**MAINTENANCE REPORT:** The visit from the Health Inspector was discussed. Ron agreed to provide a copy of our water analysis and a schematic of the water system and Andy agreed to write up emergency response and annual reports for the next meeting.
Ron reported that the outside fountain had been interfered with so that it runs constantly. It was agreed that we'd shut off the water to the fountain.

**OLD BUSINESS: IT WAS MOVED BY DEE THAT RON INSTALL THE LOW FLUSH TOILETS APPROVED FOR THE WASHROOMS. THIS MOTION WAS SECONDED BY CECILIA AND CARRIED.**
Regarding the outside light at the tennis court, Ron advised that the light operated on a photocell so we'd have to wait till it could be examined in the dark to determine which circuit it was located on. Ron also noted that Tim French is open to the idea of a webcam at the tennis court but nothing definite about timing has been arranged.
A notice relating to skateboarding and the tennis net has been posted.
Painting the trim on the hall was discussed and several members volunteered to do this on Wednesday, next.

**NEW BUSINESS :** It was agreed that private events should be included on the hall calendar, but no details of events should be included.
The Health Inspector issued a food facility inspection report and Andy will pass this onto Ann.
ESS requested permission to post a map of the new LERN areas in the hall and this was approved.
It was agreed that we ask the library to pay for the movie license fee.
Cecilia will approach Islands Trust to see if it is acceptable to them to display their poster in the washrooms.
It was agreed that a bulletin board should be reinstalled in the hall.
It was suggested that we hold a flea market fund raiser with the Community Fund and Matt agreed to approach the Community Fund with this proposal. Jan agreed to run with this project along with another volunteer at some future date to be set by e-mail.

**ADJOURNMENT :** The meeting was adjourned shortly after noon, the next meeting being set for September 25/09.