

FORBES HALL EXPANSION HISTORY

1. Early October 2016 - BC Ferries announced a contribution of \$100,000 to the Thetis Island community to be used for the benefit of all Islanders.
2. The BC Ferries funds are being held in trust by the Thetis Island Community Fund in partnership with the Thetis Island Community Association and set aside for the planned expansion and upgrading of Forbes Hall.
3. In mid fall 2016 requests were circulated for volunteers to step forward and serve on a Forbes Hall Expansion Committee (FHEX committee).
4. December 2nd, 2016 the first FHEX committee meeting was held with Heather Hunter, Carolyn Askew and Ron Bannister in attendance. New members Charlotte Aaberg, Shirley Burr, Ann Dickie, Art Hunter and Anne-Marie Koeppen were to attend the next meeting in January.
5. January 24th 2017 – first full committee meeting. Terms of reference handed out. Requests from the community were reviewed and discussed, Charlotte to follow up with community members and hall user groups. Ann Dickie was asked to create a website, Facebook page and coordinate updates. Anne-Marie would look into fund-raising possibilities. Project to be presented Summer 2017.
6. February 27th 2017 – Tricia Hunter invited to join the committee. Charlotte continuing to contact hall user groups regarding their "wish list". Carolyn and Anne-Marie pursuing fund raising options, "to do" list being assembled, Ken Hunter doing a lot survey. March 20th Charlotte agreed to collect Hall use data for 2015 and 2016.
7. March 28th - Tricia Hunter joined the committee. Carolyn, Tricia and Art to meet with the building inspector Norman Knodel, lot survey still going on but slow due to weather. Present electrical service needs upgrading from 200 amp. to 400 amp. Hall use data being collected by Charlotte from records of Hall Manager. Wish list continues to grow.
8. May 1st – FHEX committee members met with Architect Dan McGrath and Michel Poirier regarding generating a conceptual design.
9. May 16th – Carolyn directed to contact Dan McGrath to go ahead with an initial project design concept. He agreed to complete a mock-up from the public wish list to be completed by the end of June. Because Forbes Hall is classified as a commercial building, services of a Coordinating Registered Professional (CRP) are required. Ron was directed to contact CRP Mike Herold of Herold Engineering Ltd. of Nanaimo for an appointment to meet as soon as possible.
10. June 7th – Ron, Ann and Shirley met with Erich Streit of Herold Engineering Ltd.
11. June 9th – Ann and Shirley met with Dan McGrath to view conceptual design.

12. June 22nd – Heather resigned from the chair. Carolyn was nominated and accepted the position. Two co-chairs were appointed – Ann Dickie and Art Hunter. Two on call persons to be present as needed were named – Tricia Hunter and Ron Bannister. The committee viewed the conceptual design prepared by Dan McGrath. We noted the need for a septic field review.
13. July 12th – Floor plans prepared by Ann and Tricia were reviewed and discussed by FHEX committee. A motion was passed permitting Ron to take the floor plan to Erich Streit for a feasible conceptual design. Ann and Tricia would make themselves available to meet with Herold Engineering as required. Charlotte will assist TICA Treasurer with financial oversight. No further steps to be taken with Dan McGrath.
14. August 3rd - FHEX committee review of the Herold Engineering Ltd. proposal. A motion was passed to recommend to TICA executive that TICA accept the Herold proposal subject to reference checks. Shirley agreed to take minutes from here forward.
15. August 21st – Further meeting with Erich Streit who brought a large formal design adapted from the one prepared by Ann and Tricia. Much discussion and adjustments ensued. Charlotte discussed finances and billing procedures with Erich.
16. September 7th – Ann, Ron and Tricia went to Nanaimo to meet with Erich Streit and Liza Huang of Herold Engineering to discuss floor plan alterations.
17. October 7th – Meeting of TICA members facilitated by Donna Cottell. More than 50 members attended.
18. October 16th – FHEX committee reviewed October 7th membership meeting, inclusion of many suggestions in floor plan.
19. October 20th – Ann, Ron and Tricia met with Erich Streit and Liza Huang at Forbes Hall to further discuss floor plan modifications.
20. October 28th – FHEX committee reviewed most recent floor plan. Discussed next steps, set a goal of presenting a design concept and floor plan to TICA executive on November 7, 2017 and a goal of calling another membership meeting Sunday November 26, 2017.

November 5, 2017