

THETIS ISLAND COMMUNITY ASSOCIATION
Minutes – Executive Meeting
April 6, 2021
9:00 a.m. via ZOOM

Present:

Ron Bannister, President	Don Sinclair, Vice President	Matt Hess, Treasurer
Teresa Moore, Secretary	Carolyn Askew, Director	Celine Valestrand, Director
Shirley Burr, Director	Kathleen Thompson, Director	Marjan Jackman, Director

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1. Approval of Agenda. Carried
 2. Approval of minutes of March 4, 2021. Carried
 3. Treasurer’s Report – Matt presented his report. Report accepted.
 4. Membership Report- Don reported 145 families,61 singles for total of 351 voting members have renewed.
 5. New Business
 - a) IT Group and Google Suite – Marjan reported that they are moving forward with Google Suite, which is free for non-profit. We will have access to creating email addresses, Google drive that will be a TICA account so it will always be there. We have control over who will have access. This will allow us to have a fully functioning website for Forbes Hall which will provide bookings, events, or anything else we want. Carolyn suggested that when we get down to staffing whoever we engage as Hall Manager would have some responsibility for the Google Suite platform.
 - b) AGM Preparation- Kelly Bannister joined the meeting to describe the protocol for the meeting. The meeting will be held on Zoom with Kelly as the technical host. Ron will chair the meeting as the TICA president. Voting will be done by hands up and Kelly will take a screen shot of each voter. As far as communications are concerned, there has been a Save the Date espokes last weekend which is posted at the ferry kiosk and mailbox. Don will send mail to the people who don’t have email announcing the meeting. Don will send out a reminder to people that to attend the AGM, they must be TICA members and to get their membership forms and fees in as soon as possible. The next email will be sent only to members and will include a link to a google form to complete for pre-registration. Once they register, they will receive an email confirmation of the registration which will state that by April 22 they will receive a link and password to enter the Zoom meeting. On April 9th, TICA will send out by email or mail the official notice of AGM including links to all the necessary documentation and an email address where those who wish can register as a speaker to a motion. Call for Nominations: A notice needs to go out asking for nominations for the board and notification that due to the virtual meeting, there will be no nominations at the meeting itself. The CEC will work on the wording of these emails.

- c) AGM Agenda – Discussion regarding agenda items. The President’s and Directors’ Reports will be amalgamated into one presentation including the presidents, directors’ and committee reports.
 - d) AGM Motions – Discussion regarding the motion to change the bylaws to include more voting options. Teresa will send Matt the background information on the change. Teresa will update the draft agenda and send that and the motions to the board
6. Standing Committees
- a) Kitchen – nothing to report
 - b) Repairs and Maintenance – nothing to report
 - c) Quarterly – nothing to report
 - d) Hall Expansion
 - i. Communications and Engagement Committee- Nothing to report
 - ii. Funding Development Committee – Carolyn reported that we were unsuccessful in our application for the New Horizon grant.
 - iii. PMT – Ron reported that there are a few remaining items that PCH has to complete: open wall system and the shutters. The exterior wall needs to be finished
 - iv. Programming Outreach Committee – Shirley reported the committee is meeting next Monday. She asked if the gardening group can use the old well. Ron said the well pump is dysfunctional. He will ask Ernie to look at the pump and determine if it is repairable. If the old well is used it will have to be an independent system from the new system and could cost about \$5,000 to complete. Shirley also reported that the committee is in talks with VIHA regarding a possible nurse practitioner or doctor clinic at the Centre.
 - v. Art Installation Committee- nothing to report.
7. Old Business
- Hall Manager position.
- a) Composition of board – Teresa will prepare a Call for Nominations for board approval then post on espokes.
 - b) Name change for purposes of signage – Carolyn or Marjan will get back to Peter Luckham and ask him to just clean-up the existing sign and restore it to the driveway entrance.
 - c) Hall Manager job description – Shirley asked that the board to review the job description again. She will re-send the document to the board.
 - d) Pool table donation – Matt spoke with the donor and he agreed to wait until the hall is completed so it can be determined if there is an appropriate location for the table.

Meeting adjourned at 11:10

Next meeting May10, 2021 via ZOOM.

