

THETIS ISLAND COMMUNITY ASSOCIATION
Minutes – Executive Meeting
September 13, 2021
9:00 a.m. Forbes Hall

Present:

Ron Bannister, President Don Sinclair, Vice President Teresa Moore, Secretary
Brianna Sloan, Director Marjan Jackman, Director (via What's App)

1. Approval of Agenda. Carried
2. Approval of minutes August 16, 2021.
3. Outstanding tasks (To Do list) reviewed.
4. Treasurer's Report – Ron reviewed the Income Statements and Balance Sheets from January to May which have been recently imported into Quick Books. He will input the information from June to September for the next meeting. The CEC will prepare a thank you note for Kevin Galbraith for all the work he did creating the new financial system.
5. Membership report: Don reported there are 156 families, 64 singles = 376 voting members
6. New Business
 - a) Grand Opening September 18: Teresa reviewed the program. The CEC will discuss the issue of proof of vaccination if the lunch portion has to be moved inside as rain is forecast.
 - b) New Horizons Grant: Marjan will look into the status of the grant and will connect with Anne-Marie.
 - c) ESS grant: Marjan will look into any possible grants from the ESS that we might be able to apply for, specifically for the generator which would be critical if the Hall were used during an emergency.
 - d) Rentals and Activities: The board has approved both the rental forms and the booking detail forms created by Ann.
7. Standing Committees
 - a) Food Services: The committee is meeting this week with volunteers interested in helping out with Soups On or other fundraising events.
 - b) Repairs and Maintenance – nothing to report.
 - c) Quarterly – Next issue is December 1.
 - d) Garden Committee – nothing to report.
 - e) Hall Expansion Updates
 - i. CEC- Teresa read the news release that will go out this week to local and island media. The board approved the release.
 - ii. Other committees – the board agreed that as the Project Management, Fund Development, Program Outreach and Art Installation Committees have completed their approved tasks, they can be dissolved. Smaller committees will be created by the board or CEC as needs arise.

a) Old Business

a) Composition of TICA board – The board is looking for a volunteer to fill the vacant treasurer’s position.

b) Hall Manager position – The job description will be completed in December with a proposed start date of early January.

c) Healthy Communities Funding – As requested at the August meeting, Marjan investigated the reporting responsibilities for the grant TICA received. A final report must be submitted by July 15, 2022. A full list of TICA’s reporting responsibilities is attached.

d) Telephone service- Marjan spoke with Telus, Bell and Rogers. Telus had the best price of \$10/ month for a three-year contract. Toll and long-distance charges are 7 cents a minute with 150 free minutes. She booked an installation appointment for September 21. The board agreed.

Meeting adjourned at 10:35

Next meeting Monday October 4, 2021. Marjan will come in via What’s App.
