

THETIS ISLAND COMMUNITY ASSOCIATION
Minutes – Executive Meeting
January 10, 2022
9:00 a.m. via Zoom

Present: Ron Bannister, President Don Sinclair, Vice President Teresa Moore, Secretary
 Brianna Sloan, Director Marjan Jackman, Director

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1. Approval of Agenda. Carried
2. Approval of minutes December 6, 2021.
3. Outstanding tasks (To Do list) reviewed. See updated To Do List.
 - a) Phonebook – Ron will send Veronica new TICA emails for the phonebook: info@forbeshall.ca for bookings and general hall information. This email currently goes to Ann Dickie and TICA@forbeshall.ca for general communications which goes to Ron, Don, Teresa, Brianna and Marjan.
 - b) Brianna requested a list of all groups with contact information and who has access to them. Marjan will make a list.
4. Membership report: Don reported no change - 162 families, 62 singles = 386 voting members.
5. Treasurer’s Report – Ron will send out the November report to the board.
6. New Business
 - a) IT – Website/membership form. Don and Ann are working on a new membership renewal form which will go out at the end of January. Discussion regarding the current IT project which has stalled. Board agreed to commit up to \$500 to hire someone to create the website. Marjan will contact professionals she knows who may be interested.
 - b) New email address for auto-deposits. Board decided upon deposit@forbeshall.ca will be the new address for auto-deposits to CCCU. Marjan will create the address and send board confirmation.
 - c) Membership data entry: Ron will set up membership entry data for Quick Books.
 - d) Ron will explore how to do tax receipts on Quick Book. Matt Hess has volunteered to do the tax receipts for the 2021 year. Thanks Matt.
 - e) AGM – TICF reps: Teresa reminded board that we need to set a date for the AGM and remember to invite the TICA reps from the Thetis Island Community Fund. Board the tentative date for Saturday May 14, 2022 at 1 p.m. for the AGM. Board will invite the TICF reps to come and give a report on the fund. This date will be reviewed given any Provincial Health Orders restricting meetings.
 - f) BC Gaming Grant – Teresa reviewed the requirements for applying for the next Gaming Grant. The previous grant for \$250,000 helped seed the Forbes Hall Expansion Project. The second grant for which we are eligible is for up to \$100,000. This grant can be applied for once the building has been completed and operational

for one year. The hall was completed and operational in October 2021 so we can apply for October 2022. The CEC recommends that we hire Jennifer Van Elk who prepared the original grant which we received. Brianna agreed to be the board liaison for the grant preparation. We will discuss this further at the next meeting.

7. TICA Organization

- a) Food Services: Nothing to report. Soups On is cancelled due to the recent PHO.
- b) Repairs and Maintenance – Nothing to report.
- c) Quarterly – Nothing to report.
- d) Garden Committee – Nothing to report.
- e) CEC –Teresa reported that the CEC is working on an ask letter to the community fund. She will report back once this is completed.
- f) Library Proof of Vaccination issue – The Friends of the Library have been discussing via email the issue of showing proof of vaccination to use the library. They have requested an opinion from the board. Decision made is that TICA does not bear the responsibility to make decisions on behalf of a volunteer group. All the other groups have made their own decision on this issue based on participants comfort levels. This decision will be reported back to the library group.

8. Old Business

- a) Hall Manager position – Ann is finalizing the job description.
- b) Donor recognition – The board sends this back to the CEC for follow-up.

Meeting adjourned at 10:40

Next meeting Monday February 7, 2022 at 9 a.m.
