

THETIS ISLAND COMMUNITY ASSOCIATION
Minutes – Executive Meeting
August 8, 2022
9:00 a.m.

Present: Ann Dickie, President; Ron Bannister, Treasurer; Don Sinclair, Vice President; Teresa Moore, Secretary; Ellen Rush, Director

Regrets: Colleen Kasting, Director; Marjan Jackman, Director

1. Agenda approved.
2. Minutes of July 5, 2022 meeting approved.
3. To Dos: Completed
4. Treasurer's Report:
 - a. Ron presented the June report for approval. Moved by Don, seconded by Ann. Carried.
 - b. Discussion regarding management of the repayment plan. Ron will have further discussions with Paul Duncan.
 - c. Ron presented a government form, Land Owner Transparency Registry that must be filed by November 30, 2022. It is unclear if TICA is required to do this. Teresa will consult the lawyer.
 - d. Anonymous donation to TICA via The United Way.
5. Membership report: Don reported: 153 families, 61 singles = 367 voting members (367 households)
6. TICA Organization
 - a) Food Services: All the BBQ's TICA has held this year have been sold out.
 - b) Repairs and Maintenance – Nothing to report.
 - c) Quarterly – TICA will have articles on the Book & Bake sale, an abridgment of the July Bulletin, Health Services update and photos from the Community Day.
 - d) Garden Committee – The irrigation system will be installed in two weeks.
 - e) CEC – See attached report.
 - f) Library – See attached report on the Book & Bake Sale.
 - g) Facilities & Community Coordinator- The next COVID Clinic is booked for September 7. There will be two meetings on September 17: TICA-sponsored Food Safe 1 course for 30 and a CVRD workshop on Technologies & Communication.
7. Old Business
 - a) Book & Bake Sale – This year's sale raised \$1416.75 to support the library and its materials.
 - b) The latest Forbes Hall Bulletin went out at the end of July. The next one is planned for late October/early November. The CEC will begin discussions on messaging, content and design/format at their next meeting.
 - c) Facilities Coordinator – Discussion regarding the suitability of hiring someone for this position while TICA's main focus is acquiring pledges and donations through the Back to the Black program and paying down the debt. The board agreed that any surplus in the Operational Fund should be applied to the B2B program not to a salaried position. Hiring a Coordinator is therefore delayed until the debt is paid and the position's duties will be carried out by board members.
 - d) B2B – The status of the program was updated in the July Bulletin.
 - e) Garbage and recycling- The biggest problem at the hall is with compostable garbage. Ann will reach out to THINC to explore ways of dealing with this.

- f) Canada Healthy Communities Initiative Grant completion – A final report must be filed. Teresa will connect with Marjan, who submitted the grant application, and they will complete the final report.
 - g) Welcome Package – The CEC will update the information currently used in TIRRA’s Welcome Package to new islanders and produce a stand-alone information sheet with Membership Form to also be included in the package.
 - h) Health Services TOR – This is being developed.
 - i) Rework of Food Services TOR to included Events – Teresa will review the TOR and ensure the new name is used throughout.
 - j) Quarterly online – The board will discuss this in more detail and come up with a plan for the transition once the website completed.
 - k) Sound system/Acoustics – Nothing to report.
 - l) Well closure – Nothing to report.
 - m) Website – In development
 - n) Generator –The generator has not arrived yet.
 - o) Schedule of Board tasks and due dates – Teresa met with Matt Hess and is reviewing the information he provided and will report back at September meeting.
- 8. New Business**
- a) Expenditure approval protocol- No specific protocol is required but items should be anticipated when developing each annual budget. If unexpected expenses arise, these will be discussed with the Treasurer and approved by the Board prior to any purchases or work done.
 - b) September work party – A work party is scheduled for Saturday September 24. The Board will determine what needs to be done and how many volunteers are required at the September 6th executive meeting. Work will be followed by a burger lunch.
 - c) Resiliency Grant – Colleen found a new grant available from the provincial government which could provide \$50,000 a year for three years. Ann will ask Colleen to consult with the grant writer we used previously to confirm our eligibility and if eligible TICA will hire her to write the grant. Colleen will be the board contact with the writer.

Meeting adjourned at 10:50

Next meeting Monday September 6th, 2022 at 9 a.m.
