

Falaise Community Association

**Minutes Jan 10 2018**

Start @ 735

End @ 839

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End @ 8:39 pm

Prior to the start of the meeting, the Board met with all those who agreed to canvass households regarding the highway noise petition. Bob Lucy provided each canvasser with a package to accompany the petition.

Present: Acting President/Treasurer Bob Lucy, Director Mac Nanton, Secretary Daniel Conti, Director Carl Ross

Regrets: None

Adoption of Dec 21 minutes approved with updates.

Approval of Agenda

- Meeting Structure Improvements
- Bank signing authorities
- Terri's "to-do" list (attending SCAN meetings; Oct. and AGM minutes (also Jan.); Pulling Together board member)
- Next steps with constitution
- Next steps with the website
- Paying our own membership dues (we all need to be members to be on the board)
- Timing of our membership drive (in relation to adopting our new constitution)

1) Meeting Structure Improvements

Add to minutes:

- Attendance in full names
- Start/ end times
- Next meeting

Daniel will look into getting Oct meeting minutes out by next meeting. Everyone will go over Oct and AGM minutes and approve them by next meeting.

2) Terri's To Do List

- SCAN: Mac will look into being the SCAN Rep and Bob will tell Terri.
- Pulling Together
- Bob will contact community volunteer; Stuart MacPherson and Saanich rep for the program

- Oct + AGM minutes approval
- Mac will look into operating grant and SCAN director insurance.

### 3) Bank Signing Authorities

- Due to Terri's resignation, Board wishes to add Daniel Conti, Secretary as signing authority
  - Motion Approved Unanimously
- Bob asked Board permission to sign his own reimbursement cheque

### 4) Financial Report

- Error in Food and beverages accounting
  - AGM food was incorrectly included in the Jan 1 - Oct 31 2017 column in the annual financial report.
  - An updated statement sent out.

### 5) Website

- \$4.95 Monthly hosting
- \$21 Yearly for domain with Canadian Web Hosting
- Bob Suggests that we should put up minutes
- Falaise.ca will be the URL
  - Board Agrees on host site, domain name and expenses for 1 year.
- Carl will look for ideal payment model.

### 6) Constitution

- Carl has made some Comments
  - Add "registered office" to definitions
- Mac will explore SCAN for people to go over it.
- Bob will look into getting written director agreement to standing as a director

### 7) Membership dues

- Board has paid up

### 8) Membership Drive

- Board members [CR3] canvassing should ask for membership at the same time.
- Bob will send map of the community to board members.

### 9) Membership Receipt Form

- Rough quote 50 cents a form, this was thought to be surprisingly expensive
  - Board approves

Next meeting Feb 14th @ 7 PM