

FCA Executive Board Meeting Minutes

7pm at Berwick Retirement Community on August 1, 2018

Present: Kyla Shauer (Secretary), Carl Ross (Director), Stuart MacPherson (Director and Park Stewart)

1. Appoint Chairperson
 - a. Stewart appointed Acting Chair due to President Bob Lucy's absence
2. Dates for Berwick
 - a. Tentatively decided to set meetings on the second Wednesday of the month.
 - b. Action: Kyla to email Bob and Mac about this. Then she'll contact Berwick for their approval.
 - c. Update: Bob and Mac agreed. Emailing Berwick.
3. Financial Review
 - a. Money spending questions as well as funding a park fence is tabled.
4. Logo Designs
 - a. Kyla is working on something. Nothing from anyone else. Carl mentioned BARA logo as one to look up.
5. Membership Fees
 - a. Online vs. Offline. There is a trickle of views on the website.
6. Subdivision of 855 Falaise?
 - a. On hold
7. Picnic in Park, Sunday, September, 9, 2018.
 - a. Point Person: Carl, Flyer Design: Kyla, Printing: Bob?
 - b. Stuart to talk to Teri and his wife about helping out with the picnic.
 - c. Rest is tabled until a future meeting.
8. Park Cleanup is Sunday, September 16th in the morning
 - a. Have core of 11 people. Saanich planting is in October
9. Newsletter:
 - a. Kyla's asking for a schedule. Suggested: October, January, and April every year.
 - b. Possible October content: Welcoming new families?
10. Another woman on the board? Stuart is going to go door to door around Adaline.
11. Constitution: Tabled until the future.

FCA Executive Board Meeting – Picnic Planning Meeting Minutes

10am at Bob Lucy's house on August 4, 2018

1. Picnic Planning
 - a. Will be Sunday, September, 9th from 2pm-4pm.
 - b. Mac is the assistant planner.
 - c. Budget is around \$500. Not sure if this is just for food or everything.
2. Picnic Food: Hot dogs, Buns, condiments, onions, sauerkraut and samosas to be provided by the FCA. Also some cookies and chips etc. Also juice boxes and water and pop.
 - a. Mac to acquire a compost bin. Bob to contact Saanich about an extra bin and pickup. Possibly making composting signs? Getting compostable utensils and plates?
 - b. Mac has Costco membership. Also contacting Thrifty's for donation. BBQ to be provided by Mac.
 - c. Foodsafe is needed? Bob to check.
3. Picnic Activities
 - a. Children and Families
 - i. Large Sheet of Paper on Fence for Kids
 - ii. Velma the Raptor? Kyla to get quote.
 - b. Speaker? Guests?
4. Other Issues:
 - a. Fence/Sidewalk/Park Issue: It is a blind corner. A while ago Terri complained. Brush was removed and 30km/h sign was enlarged. This discussion is tabled until later.

- b. Sound Barrier: Mac is contacting people to keep this moving. A study would cost \$5k-\$10k.
 - c. Crematoriums: There are concerns about the pollution and ash.
 - i. Are there guidelines or restrictions on crematoriums?
 - d. Newsletter: Everyone seems fine with the suggested schedule.
5. Actions
- a. Kyla
 - i. Make the one page flyer for Park Clean up and Picnic. Draft flyer is due August 26th.
 - ii. Contact Raptors4Rent about Velma rental. Update: Email sent.
 - iii. Newsletter will be in October.
 - iv. Making a logo before finishing the business cards. Using the old director pin as a template.
 - b. Bob Lucy
 - i. Contact Lana Popham and her assistant with invitation
 - ii. Looking into Face Painting for picnic. Contacting Odin about possibly dressing as clown and/or face painting.
 - iii. In charge of samosas
 - iv. Contact Burt about volunteering
 - v. Contact our insurance agents about food safe
 - vi. Possibly setting up a bee hive/beekeeping display?
 - vii. Contact Saanich about an extra bin and pickup.
 - c. Carl Ross
 - i. Point Person for Picnic
 - ii. Contact Fred Haines with invitation
 - iii. Contacting Ann about volunteering with picnic. Also possibly Holly about delivering flyers?
 - iv. Talk to Stew Vinnels about inviting the whole Council
 - d. Mac
 - i. Assistant Point Person for Picnic
 - ii. Bringing BBQ for picnic.
 - iii. Mac is looking into the sound barrier issue and the subdivision because nothing is moving.
 - iv. Looking into the spelling of the Royal Woods/Royalwoods sign.
 - v. Contacting Richard Atwell about Council and Fred Haines being invited
 - vi. Talking to Dale about Food safe and her BBQ?
 - vii. Talking to Terri and Thrifty's about donating gift cards and tent for the BBQ.
 - viii. Inviting Saanich Cycle Patrol to the picnic. He will contact Nikki about this.
 - ix. Mac to acquire a compost bin
 - e. Stuart
 - i. Contacting Terri and own wife about volunteering with picnic.
 - ii. Contacting neighbours around Adaline to search for female director for board