



# Annual General Meeting Agenda

1. Determine if there is a quorum
2. Review of agenda
3. Present and adopt minutes from the last AGM
4. Treasurer's report
5. Report from financial review committee
6. Adoption of Treasurer's report
7. Summary of 2020 activities
8. Decide on next year's membership fee
9. Elect members to the Board of Directors
10. Discussion on important issues for 2021
11. Adjourn business portion of AGM
12. Social time



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## Minutes of the 2019 Annual General Meeting

**Where:** First Memorial meeting room, 4725 Falaise Dr.

**When:** Wednesday, 13-Nov-19, 7:00 pm to 9:00 pm

**Directors in Attendance:** Cynthia Hawksworth, Sandrine Lio, Bob Lucy, Mac Nanton, Carl Ross, Kyla Shauer

**Absent:** Stuart Macpherson, Stew Vinnels

### Agenda:

Welcome

Guest speaker

Business portion of AGM

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Social time

Mingle with your neighbours over coffee and treats

## **Welcome**

Bob opened the meeting at 7:15 pm. Mayor Haynes had been scheduled to be the guest speaker but he failed to show up.

### **1. Quorum**

There were fifteen members in attendance, enough to satisfy the requirements for a quorum.

### **2. Agenda**

Bob reviewed the agenda and no modifications were proposed.

### **3. Minutes of last AGM**

Bob presented the minutes on the overhead projector and summarized each item. No modifications were proposed. Glen Schoepp moved, Mac Nanton seconded, that the minutes be accepted. All in favour.

### **4. Treasurer's report**

Carl gave an overview of the how the FCA finances are managed. He summarized the main sources of revenue and of expenditures. He highlighted the main differences between the 2018 and 2019 fiscal years and reviewed expenditures that may still occur in this fiscal year.

### **5. Auditors report**

Mac summarized the findings of the audit that he and Dale Summers had carried out. They were satisfied that the FCA finances are being managed appropriately.

## **6. Adoption of treasurer's report**

Sue Lucy moved, Sandrine Lio seconded, that the treasurer's report be accepted. All in favour.

## **7. Summary of 2019 activities**

Bob projected a list of the main activities that occupied the FCA during 2019 and called on directors to summarize what had been accomplished.

Bob began by discussing the Tree Love Symposium. It was motivated by discussions with Councillor Chambers and the potential loss of major Garry oak trees at 855 Falaise Cr. The FCA sponsored the meeting. Stuart Macpherson was largely responsible for organizing the event and he prepared a report that is available on the FCA website.

Carl summarized the situation regarding the rezoning of 855 Falaise Cr. The FCA presented an arborist's report to Saanich Council that suggested it was possible to save some of the trees that are slated for removal. At its meeting on September 16, Council asked the developer to reconsider their proposal and to consult with the community before returning to Council. The FCA has been in touch with the developer and a meeting will be scheduled once their revised proposal is complete.

Carl reviewed the Block Watch program, including the difficulty of finding out which areas are covered in the Falaise neighbourhood. The FCA will continue to promote the program. Carl summarized the status of our website and Facebook page. The website gets between 30 and 80 unique visitors per month. It is beginning to be a useful resource for material related to the FCA and there are plans to add a search facility to make it easier to locate specific items. Our Facebook page is mainly used to advertise upcoming events.

Mac reviewed the statistics related to the annual garage sale. The number of homes participating is about the same from year to year.

Mac discussed the membership drive, pointing out that we have gone from 188 members in 2018 to 200 in 2019. There are 178 unique addresses in the community and there are at least 12 young families. Mac has been in contact with a resident who might be interested in serving on the Executive.

Mac reviewed some details related to the annual picnic. There were 55 guests, including 15 kids. Mac pointed out that we have had two consecutive years of rain so maybe should consider a different date.

Bob reviewed the status of the highway noise wall. Saanich wrote a letter of support but has not followed up with an application for funding. It may be that the problem of parking on Falaise Dr. and the noise wall should be considered together.

Bob mentioned that a Welcome Letter has been drafted that can be presented to new residents.

Bob stated that Saanich will not apply cross walk markings at the corner of Falaise Dr and Falaise Cr. However, they did change the light cycle at the corner of Royal Oak Dr. and Falaise Dr. to provide enhanced safety for pedestrians. They also widened the sidewalks near the corners of the intersection to better accommodate handicapped vehicles.

Bob stated that the FCA was represented at the Saanich Workshop to discuss the role of community associations. A report has been prepared and may have been presented to Saanich Council.

Bob pointed out that the AGM meeting was changed from a Saturday to a weekday (Wednesday) evening.

## **8. Membership fee**

The present membership fee is \$5. It was pointed out that expenditures this fiscal year will be greater than revenue. Various options were suggested, such as a sliding scale for the membership fee, and a greater emphasis on asking for donations. Mac moved, seconded by Gary Weeks, that the membership fee remain at \$5. All in favour.

## **9. Election of directors**

Carl summarized the election process, pointing out that directors are elected for one year terms and that the roles of the directors will be determined at their first meeting. A call for nominations led to the following nominees: Cynthia Hawksworth, Sandrine Lio, Bob Lucy, Stuart Macpherson, Mac Nanton, Carl Ross, Gary Weeks and Stew Vinnels. Bob called for a show of hands and all were elected.

## **10. Issues for 2020**

- draft a letter to be presented to long-time residents who are leaving the community
- continue the work related to the rezoning of 855 Falaise Cr.
- continue to press for progress on the noise wall



- work towards a solution for the smoke and smell arising from the crematoriums
- provide some documentation on the best native plants to use for hedges or landscaping
- continue to promote the Block Watch program
- press for a solution to the parking problem on Falaise Dr.
- organize annual events, including Family Day, the garage sale and the summer picnic
- consider establish a lending library in the neighbourhood

This concluded the formal AGM meeting. Bob then called on David Williamson to discuss issues related to the First Memorial crematorium.

David reviewed the process and answered a large number of questions from attendees.

First Memorial provided coffee and other beverages and the FCA had snack platters that were available during and after the meeting.



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## Year-To-Date Financial Statement compared to 2019

	2019 Jan. 1- Dec. 31	2019 Jan. 1 – Oct. 31	2020 Jan. 1 – Oct. 31
<b>Revenue</b>	\$	\$	\$
Bank Interest	0.47	0.36	0.05
Donations	631.05	631.05	80.00
Insurance Grant	500.00	500.00	500.00
Membership	1,000.00	1,000.00	980.00
Operating Grant	1,100.00	1,100.00	1,100.00
<b>Total Revenue</b>	<b>3,231.52</b>	<b>3,231.41</b>	<b>2,660.05</b>

<b>Revenue - Expenses</b>	3231.52	3231.41	2660.05
	-3285.46	-2974.99	-2979.55
	-53.94	256.42	-319.50

	2019 Jan. 1- Dec. 31	2019 Jan. 1 – Oct. 31	2020 Jan. 1 – Oct. 31
<b>Expenses</b>	\$	\$	\$
AGM	0.00	0.00	0.00
AGM food & Beverages	92.76	28.93	0.00
Association Documents	34.50	15.00	0.00
Bank Charges	0.00	0.00	54.26
Liability Insurance	750.00	750.00	800.00
Miscellaneous	469.87	269.87	1265.37
Office Supplies	268.74	268.74	23.64
Photocopying/Printing	0.00	0.00	271.19
Special Events	119.94	119.94	0.00
Special Events Food & Beverages	1,339.66	1,312.52	310.29
Venues for Meetings	120.00	120.00	164.80
Website Expenses	89.99	*89.99	90.00
<b>Total Expenses</b>	<b>3,285.46</b>	<b>2,885.00</b>	<b>2,979.55</b>

<b>Bank Balance</b> (including Thrifty Gift Card)	3,887.62	4,197.88	3,568.12
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\* Included as "Miscellaneous" in the 2019 AGM report.



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## Important Issues for 2020 As Identified at 2019 AGM

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- Letter to long-time residents – thank you and good luck
- Subdivision at 855 Falaise Cres.
- Highway noise wall
- Smoke from crematoria
- Information on good/native plants for landscaping
- Parking on Falaise Dr.
- Picnic
- Family Day
- Garage sale
- Block Watch
- Mini library



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## Election of Directors for 2021

### Numbers:

- Must have three, can have nine
- Aim for diversity
- Can be appointed during the year

### Roles for Directors:

- **President:** Chairs meetings, official voice, main point of contact
- Vice President
- **Secretary:** Prepares records of meetings
- **Treasurer:** Manages the finances
- **Registrar:** Looks after membership
- Newsletter: Edits the newsletter
- Web master: Maintains the website
- Social, Special events: Family Day, picnic, ...
- Special Interest: Noise wall, parking, ...



## How the Election Works

- Tonight, we only elect directors
- At their first meeting, they will decide on functions
- The constitution allows up to nine directors
- You can be nominated or you can nominate yourself
- If we have more than nine nominations we will vote



## How Voting Works

If fewer than nine nominees:

- We will use the voting function of Zoom to vote on accepting the slate
- If the slate is defeated, we will vote on each nominee individually

If more than nine nominees:

- We will use the voting function of Zoom and each select up to 9 candidates
- The nine with the most votes will be the new directors

# Director Nominees

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1	Alan Taylor	11	
2	Carl Ross	12	
3	Cynthia Hawksworth	13	
4	Garry Weeks	14	
5	Mac Nanton	15	
6	Stew Vinnels	16	
7	Stuart Macpherson	17	
8	Bob Lucy	18	
9	Holly Holt	19	
10		20	



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# Important Issues for 2021

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1	855 Falaise public hearing	11	
2	Falaise Dr. safety/hwy noise collaborate with Saanich Councillors, MLA	12	
3	crematoria emissions	13	
4	picnic table in the park	14	
5	getting younger people involved	15	
6		16	
7		17	
8		18	
9		19	



Falaise Community Association  
Growing a stronger community together