

2022 AGM Presentation



Falaise Community Association

Growing a stronger community together

Agenda 2022

Call to Order

Welcome and Opening remarks

Part I - Guest Speaker

Rosalind Scott CEO Victoria BBB
Current Scams and How to Protect Yourself

Break

Part II Annual General Meeting

Determine if quorum is present

Review and adopt Minutes from 2021 AGM

Old Business

arising from 2021 AGM minutes

New Business

Presidents report

Stuart Macpherson

Treasurer's report

Carl Ross

Financial audit report

Glen Schoepp and Nicki Cameron

Membership fee for 2023

Carl Ross

Election of 2022/23 Board of Directors

Focus Points for 2023

draft for input

Comments from members

Draw for door prizes - Holly Holt

President's Annual Report 2022

Board of directors

- Commenced the year with eight directors
- Meetings were held monthly for a total of 11
- Minutes are posted on the FCA website

Membership

- 231 residents renewed or signed up a 2022 membership
- Represents approx. 80% of addresses in the neighbourhood

Financial

- We are in a sound financial position
- We received a Community Wellness Grant from Saanich for the road mural project
- Also generous donations from Thrifty Foods, SuperStore and Starbucks

Presidents Annual Report cont

Focus Points for 2022 - these were adopted to guide the board's business for the year.

Advance the case for a highway noise barrier	In - progress
Liaise with Saanich council - meet mayor at least once	Completed
Falaise Drive funeral parking resolution	Discussed with Saanich
Hold spring, summer and fall activities	Completed
Resolve Falaise Cres traffic concerns	In-progress
Repeat community survey	Completed
Increase membership to 90% of households	Actual 80%

Saanich Municipal engagement

- Met with Mayor Haynes and interim CAO Brent Reems to review concerns
- Also met with the mayor and the new Economic Development Manager, Mitchell Edgar.

SCAN (Saanich Community Association Network) meetings

- Your registrar, Mac Nanton attends these monthly meetings
- He keeps us informed on issues of mutual concern with other Saanich community associations

President's Annual Report cont

Community survey

- A survey was completed; the response was 55%
- Most residents were satisfied with work of the board
- Many suggestions on what the board might focus on going forward

Falaise Focus

- The newsletter was published three times during 2022
- Lana Popham's office supported its publication by printing the colour copies
- Copies were sent to Saanich mayor and council as well as to Lana Popham MLA

Pat Bay Highway Noise wall

- We have continued to press our case to government for a barrier to visually separate Falaise Drive from Highway 17
- We are expecting an announcement from the government soon

President's Annual Report cont

Road safety

- Continued to express our ongoing concern with speeding traffic on Falaise Drive before the unmarked crosswalk and on Falaise Crescent
- We set up "Please Slow Down" signs at both these locations

Falaise Crescent road mural

- A street art mural was painted on Falaise Crescent road opposite the park playground entrance
- The stylised floral design of the Yellow Montane Violet in bright yellow is intended as a traffic calmer. This community event attracted the mayor and council candidates

All Candidates Meeting - Municipal Election 2022

- We jointly organised and hosted an All Candidates Meeting at Claremont School in cooperation with three neighbouring community associations; BARA, CBRA and the BVCA

855 Falaise Cres Rezoning and Subdivision

- Saanich council the application to rezone and subdivide this property abutting the south side of Falaise Park in January 2022.
- The developer is now marketing the property as two serviced lots Instead of constructing two houses.

President's Annual Report cont

Crematorium Emissions

- Continued to monitor smoke emissions from both the First Memorial and the Royal Oak Burial Park crematoriums
- Periodic events resulting in excessive smoke emissions are still being observed by nearby residents

Falaise Park Restoration

- The small team of volunteers work of removing invasive plants in the park resulted in a spectacular flowering of Camas this past spring
- Planting of native plants including Garry oaks and flowering shrubs provided was completed
- More planting is scheduled for 2023

Little Free Library

- Installed at Falaise Park in 2021, the library is kept well stocked by our two volunteer librarians, Lye Fong and Dale Summers
- In the spring a seed exchange tray was added for residents to swap both vegetable and flower seeds

Picnic Table

- We secured an understanding with Saanich Parks to have a second picnic table installed beside the memorial bench in Falaise Park in 2023

President's Annual Report cont

Park Tobogganing

- We contacted Saanich Parks to request the Falaise Memorial signs flanking the toboggan path be moved and widened to create a safer pathway on the slope

Community Garage sale

- Held in May, 16 residents set up tables and were well patronized
- The garage sale was followed by a community spring barbeque in the afternoon at Falaise Park

Neighbourhood Watch meeting

- The Saanich Neighbourhood Watch coordinator made a presentation to the board and provided information on how residents may join

A big thank you to the 2022 board members and the many residents who volunteered their time to make 2022 a successful year for the community

Stuart Macpherson

President

24/11/2022



Year-To-Date Financial Statement

(with a comparison to 2021)

	2021 Jan 1- Dec 31	2021 Jan 1 - Oct 31	2022 Jan 1 - Oct 31
Revenue	\$	\$	\$
Refunds	0.00	0.00	20.05
Donations	120.00	120.00	135.00
Insurance Grant	850.00	850.00	850.00
Membership	2,190.00	2,100.00	2,200.00
Operating Grant	1,100.00	1,100.00	1,100.00
Road Mural Grant			3,095.00
Thriftys gift card			300.00
RCSS gift card			100.00
Total Revenue	4,260.00	4,170.00	7,800.05
Revenue-Expenses	654.83	917.76	1,687.20

	2021 Jan 1- Dec 31	2021 Jan 1 - Oct 31	2022 Jan 1 - Oct 31
Expenses	\$	\$	\$
AGM	290.95	270.95	0.00
AGM Food & Beverages	48.79	0.00	0.00
Association Documents	130.00	40.00	0.00
Liability Insurance	850.00	850.00	1,000.00
Miscellaneous	645.34	570.72	219.76
Office Supplies	114.16	90.98	247.06
Photocopying/Printing	52.63	24.56	0.00
Special Events	0.0	0.00	524.68
Special Events Food & Beverages	7.99	7.99	934.89
Venues for Meetings	268.80	224.00	224.00
Website Expenses	113.47	90.00	66.53
FCA tent	1,083.04	1,083.04	0.00
Road Mural			2,895.93
Total Expenses	3,605.17	3,252.24	6,112.85
Bank Balance	4,494.22	4,734.43	6,052.30

Notes:

- 1) There is \$199.07 unspent from the road mural grant. It will be used for maintenance or removal of the mural.

Financial review



Falaise Community Association

Growing a stronger community together

2022 Audit Reports for FCA

The Audit was prepared by Glen Schoepp and Nicola Cameron, members of the Association with information provided by Carl Ross, Treasurer and corroborating information on membership provided by Stuart Macpherson, President.

Information provided in this Report was obtained from a review of the monthly reports from **November 2021 to October 2022** which is available on the Community website :falaise.ca. These reports provide a monthly summary of the revenue, expenditures, and total assets of the Association.

The Treasurer made available to us the spread sheets which show a record of all transactions, including originals of all documentation related to income and expenses and access to the bank account which maintains a copy of cancelled cheques. The Auditors reviewed with the Treasurer how the funds from the Saanich grant for the road mural (the major project of the fiscal year) were spent. In addition, the paper trail of a few expenditures was randomly selected for a discussion of their paper trail.

The FCA fiscal year corresponds to the calendar year, and the Treasurer provides monthly reports to the FCA Executive which are available on the Community website. Most of the Association's income is provided from Saanich Municipality grants and FCA membership fees charged to members who choose to join. Most expenses typically are for insurance (the majority of which is reimbursed by Saanich), main events of the year, and the associated printing costs.

The Treasurer provided us with an overview of the procedures used to maintain the financial records. The FCA Constitution states that records shall be kept for 10 years as stipulated by the Societies Act. The documents are kept in a dedicated folder and spread sheets are backed up on a regular basis.

As noted in the October 2022 financial statement, with revenues of \$7400.05 and expenses of \$6112.85, there was a surplus of \$1,287.20 for this fiscal year up to the end of October.

In conclusion we felt that the financial records of the Association, were accurate, well maintained, and with adequate procedures to ensure the responsible management of the FCA budget.

Glen Schoepp, FCA member, 4605 Royalwood Ct.

2022 FCA Financial Review

The Falaise Community Association constitution requires that “prior to the annual general meeting two volunteer members of the association review the financial transactions of the association and, to the best of their ability, answer the following questions:

- 1. Have all financial transactions undertaken on behalf of the club been recorded?*
- 2. Have expenditures in excess of \$300 been approved by the directors through motions in the board of directors' minutes?*
- 3. Does the collection and distribution of funds appear to be transparent?*
- 4. As reasonable and prudent people do they believe that the financial transactions of the club have been carried out in good faith?*

I have reviewed the financial statements and meeting minutes for the current fiscal year and met with Carl Ross the treasurer to review the spreadsheet used to record all financial transactions. I also asked for and was shown proof of payment for randomly chosen expenses. I am confident all financial transactions undertaken on behalf of the club been recorded. There were two expenses in excess of \$300.

- \$900 for liability insurance which is required in the constitution. \$850 was covered by a Saanich grant so only \$50 of FCA funds were used.
- \$2534 for road mural costs. This was paid from the \$3095 road mural grant.

No Falaise Community Association funds were used for this expense.

The collection and distribution of funds definitely seems to be transparent. I do believe the financial transactions of the club were carried out in good faith. I would like to thank the treasurer Carl Ross and the rest of the board for their hard work and commitment.

Nicola Cameron, FCA Member 894 Falaise Cres.

Registrar's report

Board thanks members for incredible support

- 233 signed-up members for 2022 compared with 196 in 2020
- 2022 goal was for 90% households, actual under 80%

Memberships

- e-transfers in 2022 around 33 % versus less than 10% in 2020
- Remainder collected from door knocking by our stalwart directors
“e-mail “addresses and phone numbers
- Make sure our members provide accurate information
- NOTE- Information is confidential, not available to outside sources

Younger family additions to our community over the past decade

- For 2023 asking members (optional) to show #of kids and grandkids, to help event planning

Registrar's Report cont

Members input always welcome

- How are we doing? How can we improve?
- Topics of general and personal interest

Have a Warm and Festive Season

- See all in 2023, with a 90% household membership goal

WE WILL DO IT TOGETHER

Mac Nanton

November 24,2022

Election 2023



Falaise Community Association

Growing a stronger community together

Election of Directors for 2023

- Must have 3, can have 9
- Aim for diversity
- May be appointed during the year
- Tonight we only elect directors
- At their first meeting they decide on positions
- You can be nominated or nominate yourself
- If more than nine nominations we will vote

Roles for directors

- President - main spokesperson, chairs meetings
- Vice-president - supports president
- Secretary - prepares minutes, handles correspondence
- Treasurer - handles finances
- Registrar - looks after membership and database
- Webmaster - maintains the FCA website
- Newsletter - coordinates and edits Falaise Focus
- Family events - organizing Family Day, picnic, garage sale
- Issues management - road safety, developments, Saanich liaison

How Voting Works

- If fewer than nine nominees
by show of hands
- If more than nine nominees
will vote for each candidate
the nine with most votes are elected

Nominees for 2023

So far we have:

- Holly Holt
- Stuart Macpherson
- Mac Nanton
- Barbara Ross
- Carl Ross
- Stew Vinnels

Focus Points 2023



Falaise Community Association

Growing a stronger community together

Suggestions for Focus Points for 2023

Goals which fall within the mandate of our association will continue to be a focus. These include:

1. Develop a policy to allow advertising in the Falaise Focus.
2. Continue to promote road safety initiatives.
3. Continue to work toward solutions to the highway noise.
4. Continue to monitor and work toward solutions regarding excessive crematoria emissions.
5. Continue to communicate with the community (via emails, surveys) to ensure that we are representing the majority of our community in our initiatives.