



Falaise Community Association
Growing a stronger community together

Minutes of the Directors' Meeting- November 20, 2023

Location: Commonwealth Place

Time: 7:00 – 8:45 pm

Attendees: Stuart, Barbara, Mac, Carl, Holly, and 2 guests (Hardeep Kaur, Graham Stone)

Regrets: Stew, Glen

Opening remarks (Stuart):

-welcome to guests Hardeep Kaur and Graham Stone

-Glen sends his regrets that he was unable to attend tonight's meeting but advises that he would like to stand as a Director nominee at the AGM

-feedback from the email notice that was sent out re a lost kitten was positive

Business Meeting:

Additions to Agenda: flyers for AGM (covered under AGM planning)

Minutes from Oct 18/23 meeting:

Approved as written.

Motion to approve: Carl Seconded: Mac Approved: unanimous

Correspondence:

1. Macaloney's Distillery and Brewery – has given us a package of 10 free tickets for a brewery/distillery tour. Methods of dispersal will be discussed under New Business.

Business arising from minutes

Status of action items from last month:

Stuart: information package re highway barrier not done; traffic calming for Falaise Crescent is on-going.

Carl: done

Holly: done

Stew: on-going

Mac: done

Barbara: on-going

Financial Report: Carl

1. Membership: 222 memberships as of November 17, 2023.
 - a) First income for advertising has been entered.
 - b) Items included in "refunds": uncashed cheque to Saanich, duplicate cheque to Holly.
 - c) "Donations" includes donations from Thrifty Foods, Superstore, and private citizens.



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Financial report dated November 17, 2023 was submitted for approval.

Motion to approve: Barbara

Seconded: Stuart

Approved: unanimous

Committee reports / actions:

1. Highway barrier project (Stuart)
 - a) Upcoming meeting with Lana Popham, MOTI, Saanich (Dean Murdock) and FCA on November 22nd will hopefully clarify where we are at with this project.
2. Membership (Mac)
 - a) Nothing to report.
3. SCAN (Mac)
 - a) Nothing relevant to Falaise Community this month.
 - b) Discussions around the new provincial legislation that will allow single family residential lots to have up to four housing units on a lot. This will continue to be a discussion item as further developments arise.

Old Business

1. Fall newsletter circulation (Carl)
 - a) completed
2. Heale house article feedback (Barbara)
 - a) Positive feedback from community members
 - b) Potential for other historical articles (homes, people, events) for Falaise Focus
3. November 30th AGM preparation (Stuart)
 - a) Decision was made not to invite Lana and Dean as they have busy schedules and there is nothing timely that needs to be addressed.
 - b) Publicity – an email “save the date” notice has gone out; flyers to be distributed.
 - c) Room has been arranged for (6:00 – 9:30) and projector will be available.
 - d) Barbara will sign in members as they arrive.
 - e) Labels/nametags – Stuart to provide.
 - f) Directors to arrive at 6:00 pm to set up the room.
 - g) Guest speaker will arrive early to set up his displays.
 - h) Refreshments: Barbara
 - i) Proposal for “Festive” Mix and mingle after AGM – drinks and Christmas cookies for 30
 - j) Auditors have been arranged.
 - k) Door prizes – 2 poinsettias and 2 distillery tickets (remaining 8 to be distributed throughout the community)
 - l) Stuart to complete a PowerPoint with Financial, Auditors’, Membership, and President’s reports.



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- m) Run off copies of the 2022 AGM minutes for distribution.
- n) AGM agenda to include: Status of highway barrier – Stew to address
- o) AGM agenda to include: Focus points for 2024
- p) AGM agenda to include: Membership fees to remain the same for 2024
- q) Mac to bring up Saanich CA grant amount to SCAN. It has not increased since prior to 2015 despite inflation.
- r) Stew will be the elections officer for the meeting (5 continuing Directors and 2 nominees plus any nominees from the floor – maximum of 9).
- 4. Park picnic table request update
 - a) Continuing concerns re toboggan run (sign in the way of the run) – parks will come out to assess.
 - b) We have offered to contribute \$2000 toward a picnic table and we will discuss this proposal when Saanich Parks come out to assess the toboggan run.

New Business

- 1. New Board members for 2024 and meeting day
 - a) We anticipate that Directors' meetings next year will be on Mondays.
- 2. Macaloney's Distillery tour tickets (Stuart)
 - a) We will use 2 tickets as door prizes at the AGM. Dispersal of the remaining 8 will be tabled to December.
- 3. Calendar review (Holly)
 - a) Will need to submit Annual Report and Statement of Directors to BC Registries by Dec. 15th
 - b) Variety of administrative duties to be done as soon as new board is determined after AGM.

Next meeting: AGM: Nov. 30th Cedar Room at Commonwealth Place 7:00 pm

Other Business

- 1. Round table – suggestion to ask community if anyone wants to purchase a picnic table to be put in the park in memory of a community member

Motion to adjourn: Mac Seconded: Barbara Approved: unanimous

Next Directors' Board Meeting: **December 11th – to be finalized by new Board**

Action Items:

Stuart:

- Ask community members if they would like to donate a picnic table for the park
- Create an information package for councilors if we need to go to council with a request to approve a budget line for the tree screening



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- Prepare AGM agenda and distribute prior to AGM
- Continue discussions re traffic calming on Falaise Crescent
- Bring labels/nametags to AGM
- Bring 2 Distillery tour tickets to AGM for door prizes
- Complete President's report for the AGM and put in the PowerPoint presentation
- Obtain Auditors' report from the AGM and put in the PowerPoint presentation
- Create PowerPoint for AGM

Carl:

- Post October minutes on the website
- Send draft of 2024 Focus Points to Stuart for the AGM PowerPoint
- Send Financial to Stuart for the AGM PowerPoint

Holly:

- Forward the October minutes to Carl for the website
- Bring location / direction signs to the AGM
- Run off copies of the 2022 AGM minutes for approval at the meeting

Mac:

- Bring a membership list to the AGM so that Barbara can verify members
- Arrange meeting site for FCA meeting on December 11th (Commonwealth)
- Send draft of membership report to Stuart to put on the PowerPoint
- Bring up CA grants at the next SCAN meeting

Barbara

- Arrange for refreshments for the AGM
- Purchase 2 poinsettias as door prizes