Falaise Community Association
Growing a stronger community together

Minutes of the Directors' Meeting- February 12, 2025

Location: Saanich Commonwealth Place **Time: 7:00 – 8:05 pm**

Attendees: Stuart, Holly, Graham, Glen, Hardeep, Mac
Regrets: Carl

Opening remarks (Stuart): Saanich is continuing to work on Quadra – McKenzie Plan.

Business Meeting:
Additions to Agenda:
Minutes from Jan. 8/25 meeting:
Approved as written.
Motion to approve: Stuart Seconded: Graham Approved: unanimous

Correspondence: none

Business arising from minutes
Status of action items from last month:
Stuart: to do - obtain speed reader data; check with Saanich re approved speed calming measures
Carl: done
Holly: done
Graham: to do - grant application still in progress; Mark to attend next month's meeting
Glen: done
Hardeep: done
Mac: continue to monitor parking concerns

Financial Report: Carl
Financial report dated February 10, 2025 was submitted for approval.

a) New members – 109 as of Feb. 10th (8 more since then)

Motion to approve: Hardeep Seconded: Glen Approved: unanimous

Committee reports / actions:

1. Highway barrier project (Stuart)
   a) No response yet from Lana Popham and/or Dean Murdock re visiting the completed highway screen.

2. Membership (Glen)

a) 2025 Membership campaign is under way. 117 members as of today (103 paid by e-transfer)
b) Door canvassing timeline is Feb. 15th to March 31st
c) Report any new residents to Glen and he will arrange for a welcome package
d) Glen will hand out receipt books after Family Day
e) Stuart to forward "list of accomplishments" for canvassers to hand out during membership drive

3. SCAN (Mac)
   a) Updated Terms of Reference for SCAN
   b) SCAN will pay for advertising for Community Associations AGM's in future (Saanich News)

Old Business

1. Family Day final preparations (Hardeep)
   a) Set up time: 12:30 pm
   b) Publicity: email, flyers, newsletter, sandwich boards by Falaise intersection and at McCalls entrance, notice on Facebook page and Facebook group
   c) Sign-in table: name tags/markers (Stuart to bring) – Glen to be at sign-in table
   d) Kids' activities / Music: photobook, DJ (2:00 – 3:00); imagination station; scavenger hunt; face-painting and balloon-twisting
   e) Snacks / Food prep: Graham (veggies); Ann is helping with food; Hardeep (dessert); tea/coffee/water supplied by McCalls
   f) Cheques for McCalls, entertainers: J and J Entertainers $300, Alex $200 and McCalls (Stuart and Mac to sign)
   g) Stuart to send out a final reminder
2. Membership survey (Stuart)
   a) Time to do update on residents' priorities / wishes
   b) Directors to view old survey and determine if any changes are desired (Stuart to send out)
   c) Carl to coordinate
3. Neighbour to Neighbour (N2N) grant application Saanich (Graham)
   a) $500 grant update: Proposed: Family event with a sustainability theme – Proposed: one session sharing info on trees (create name tags for trees and share information re sustainable plants) and one session on flowering plants and the importance of bees

New Business

1. Calendar update for March / April (Holly)

Other Business

1. Round table: succession planning – mention at Family Day event and in next newsletter

Motion to adjourn: Glen Seconded: Graham Approved: unanimous

Next Board Meeting: Mar. 12, 2025 Location and time: 7:00 pm Commonwealth

Action Items:

Stuart:

- Obtain speed reader data from Teale
- Check with Saanich re approved speed calming measures
- Check on status of Lana and Dean visiting the highway screen barrier
- Check on "list of accomplishments" and give Glen the updated version for the "welcome" package
- Bring cheques to Family Day event to pay performers
- Send out a final reminder to the community re Family Day Event
- Send out previous community survey questions to the Directors for input
- Complete application for N2N grant with Graham

Carl:

- Post approved January minutes on the website
- Post approved February Financial Statement on the website
- Begin process of creating a new community survey

Graham

- Act as administrator and moderator for the new FCA Facebook group
- Ask Mark Harper to attend the March Directors' meeting
- Ask Taylor Love to attend the April Directors' meeting
- Work with Stuart to complete the application Saanich for the N2N grant

Glen

- Continue to monitor / welcome new residents
- Set up sign-in table at the Family Day event
- Give canvassers their receipt books prior to start of canvassing

Hardeep

- Do food set-up with Ann Brydon for Family Day event

Mac:

- Attend next SCAN meeting
- Continue to monitor community parking concerns

Holly:

- Send January minutes to Carl for posting on the website
- Send out draft of February minutes
- Coordinate / organize kids' activities for Family Day with Nikki Stone
- Bring door signs to McCalls for the Family Day event