



SOUTHERN CORTES COMMUNITY ASSOCIATION

MINUTES

Meeting of the Board of Directors

Date: 11-Apr-2023

Time: 7:00 pm

Location: Pioneer Room
(Zoom login below)

Directors & Staff:

Bryan McKinnon, Cora Moret, Gypsy Mama, Judy Khemchand, Tammy Collingwood (ED)

Regrets: Samantha Statton, Rebecca Thacker,

1. 7:00 pm Meeting called to order
2. Motion: Accept SCCA Board Minutes 7-Mar-2023
Motion: JK GM Second Carried.
3. Executive Director's Report
 - a. Grants
 - i. Gender Equality
 1. Pilot program <30 months has begun
 2. First Community Forum to be booked in April
 - ii. Fire Mitigation - waiting on funder
 - b. Kitchen
 - i. Julie Keith has been successful in acquiring a permit for ongoing food sales at the Community Cafe.
 - c. Water
 - i. We received our water permit from Island Health for community drinking water, valid for one year.
 - d. Staffing
 - i. Josee Gagnon resigned as custodian. Amy Mooney has been filling in. HR Committee will be conducting interviews for new Custodian this week.
 - ii. Hannah is resigning as Playschool Lead Facilitator effective end of April to pursue an off-island opportunity. Tammy will be meeting with staff to discuss staffing needs. HR Committee will be posting one or more positions shortly.
 - e. Programs
 - i. SYRP
 1. Claudia Raaen is returning as lead coordinator for SYRP.
 2. Janice Tomlinson will be overseeing administrative duties for the program.

- ii. Friday Market
 - 1. Market rates for low season have increased slightly with a scale for low sale vendors.
 - 2. Last friday we had over 18 vendors! Great market day.
 - 3. CKTZ summer student organizing live outdoor music for market days
 - 4. Tammy will book next Vendors Meeting April/May
 - iii. Cortes Days:
 - 1. Saturday July 15, 2023
 - 2. Need a coordinator and volunteers
 - 3. all hands on deck if it's going to happen
 - iv. Various
 - 1. CISS has made their yearly contribution and agreements were made for yearly rentals to all parties satisfaction.
 - 2. Anastasia is fully immersed in her role as programs and events coordinator and our new short term rental system is working really well.
 - 3. Hidden Treasures Night Market coming up this weekend.
 - 4. One more Hidden Treasures in May, then planning monthly Saturday Night market events for summer.
 - v. Governance
 - 1. Annual General Meeting: Saturday June 3, 2023 at 2:00 pm
 - 2. Strategic recruitment of new board members. Are current board members whose terms are ending planning to seek re-nomination? The priority for the organization would be to recruit board members who are willing to take on Treasury and Secretary roles.
4. Long Term Rental Agreements
- a. Pottery Guild
 - i. Rent April-Dec 2023 = \$225 per month
 - ii. Rent will increase January 2024 to \$400 per month
 - iii. Pottery Guild
 - 1. still does not have tenant liability insurance
 - 2. is not contributing to hydro as per agreement
 - iv. Board will send a letter to the guild, requesting they address insurance, rental increase, hydro payments, and using the furnace room as storage.

5. Grounds

a. FOCI Building

- i. FOCI needs to repair their building
- ii. It appears that when FOCI placed their building on SCCA property they did not construct an adequate foundation and now one corner of the building is sinking
- iii. Repairs:
 1. FOCI will need to disconnect and possibly relocate their Hydro connection.
 2. FOCI may not have enough funds to complete this task.
 3. There may be funding available from Village Commons initiative, in exchange may require FOCI to move their building to make room for a direct path from SCCA parking lot to Village Commons land.
 4. Any work on FOCI building will also require disconnecting and possibly relocating hydro lines from Radio building.

b. Mapping

- i. Judy would like to work towards having an updated map of SCCA grounds to support planning for Village Commons paths, placement and possible relocation of one or more outbuildings, and size of available space for potential future facilities such as pickleball court.

c. Workbee

- i. Gypsy Mama will work with Tammy on a community workbee to remove invasive plants such as bamboo and scotch broom, and to clean up gardens and landscaping.

6. Meeting Adjourned 9:00 pm