



SOUTHERN CORTES COMMUNITY ASSOCIATION

MINUTES

Meeting of the Board of Directors

Date: 3-October-2023

Time: 6:00 pm

Location: Pioneer Room

Directors: Carolyn Howson, Karen "Gypsy Mama" Jones, Bryan McKinnon, Cora Moret, Susanna Bonner.

Staff: Jennifer Pickford

Regrets: Rebecca Thacker

1. Review Previous Board Minutes

Attached: SCCA Board DRAFT Minutes September 2023

Motion to approve: CM Seconded KJ Unanimous

2. Manager's Report

a. New Office Hours

Wed 1-4 Thurs 1-4 Fri 11-2

b. Upcoming Market Events

- i. Holiday Fair is booked for Saturday, December 9, 2023
- ii. Night Market will take place on Saturday, Oct 21, 2023
- iii. Market Committee meeting (with vendors) November 7th at 7pm.

c. Parking Lot

- i. Complaint: Accessible Parking in front of the Post Office
- ii. Vendors use the spaces as a loading zone
- iii. People use the spaces when there is no more room in the main lot
- iv. ACTION ITEMS
 - As this is Post Office parking, the Post Office will be notified of the complaint
 - Cora will investigate the legal number of accessible parking spots required by the Post Office / SCCA
 - Cora will organize to have the concrete blocks at the head of each parking stall painted blue (to enhance the existing signage at the top of both spaces) and investigate how to paint an accessible only parking symbol on the gravel.
 - Jennifer will provide policy document on parking to Vendors at the upcoming vendors meeting
 - Notices will be posted in Tidelines and on Facebook reminding the public not to use the accessible spaces
 - Cora will investigate mailing notices to all residents
 - Jennifer will purchase a pull cart to make it easier for vendors to park on Beasley vs in front of the post office

d. PROGRAMS

- Judyth Weaver's T'ai Chi Ch'uan will be adjourned after October 10. The Seniors Society has reserved her spot on Tuesdays, and will be contacted to decide what to do with this rental until her return.
- Paul Khan is teaching an all-levels drumming class in Om Studio on Wednesdays 5:15 – 6:45.
- Senior's Yoga with Kelly is taking place Thursdays 11:30-1:30 in Om Studio. She also has ongoing yoga classes on Sundays and Thursday evenings.

e. SRD

- Building *Bridges Through Understanding the Village*
Sunday October 15, 2023 8:30 to 4:30
- Under the SRD's Indigenous Cultural Safety & Cultural Humility grant to fund Building Bridges Through Understanding the Village Workshops for:
 - First Responders
 - Local Government and First Nation staff members
 - Public Safety Lifeline Volunteer
 - Elected Officials
 - Organizations that play a role in their emergency response in their community

3. President's Report

a. PARENTS & TOTS

- i. Motion: Designate 2 drawers under the stage will be locked and designated as Parents & Tots use only
 - Motion **KJ Seconded SB Unanimous**
- ii. Climbing Gym and some toys will be available for public use

b. KITCHEN

- i. Cora and Jennifer met with Sandy and Julie and negotiated a rental contract
- ii. Carolyn will ask a volunteer to look at the broken fridge and determine if it is worth shipping off island to repair

c. DECK

- i. The 30-Sept Deck Demolition was a huge success. 20 volunteers showed up with tools, some staying the entire day.
- ii. Cora will post a notice on Tidelines thanking everyone who showed up
- iii. Richard Andrews crew will begin building the new deck space in October.

d. NEWSLETTER

- i. Cora will begin to produce a quarterly newsletter

4. Finance

- a. Financial statements will be emailed to Board Members week of October 12
- b. Insurance
 - i. Carolyn followed up on a new insurance broker who has come in with a quote for building insurance \$7000 less than Hub Insurance (applause all around)
 - ii. The insurance policy includes coverage for the kiln located in the Pottery Guild.
 - Jennifer and Cora will be following up with the Pottery Guild on the new insurance policy, rental fees, quarterly hydro fees for the kiln, and tenant liability insurance requirement
 - iii. Cora will be notifying our existing broker, Hub, that we will not be renewing building insurance with them for 2023-24

5. Human Resources

- a. Board Development & Human Resources
 - i. Board Member Questionnaires must be completed this week for upcoming Board retreat
 - ii. Colin Funk has been engaged to produce and facilitate 2 x 4 hour sessions for \$2000 (grant funding)
 - iii. Colin will be sending out links to StrengthsFinder for the upcoming sessions
- b. Playschool Community Outreach
 - i. As per our earlier Board commitment to conduct community outreach regarding the Playschool, Noba Anderson has been contracted for \$2900 (grant funding) to conduct outreach including:
 - 10 x 1 hour interviews
 - 15 x 30 minute interviews
 - interview note reconciliation
 - report writing
 - in-person group parent engagement
 - information review
 - SCCA Board presentation
 - Admin communication (Bryan)
 - ii. The interviews and presentations should wrap up by mid November
 - iii. Board requests that Noba also reach out to similar rural based programs on different approaches to similar challenges such as staffing, licensing, etc.

6. Cemetery Committee

- a. Susanna Bonner is joining the Cemetery Committee on behalf of the Board

7. Meeting Adjourned at 7:50 pm