



Southern Cortes Community Association

MINUTES

Meeting of the Board of Directors

Date: August 11, 2024

Time: 10:00 am

Location: Main Hall

Directors: Rebecca Thacker, Cora Moret (ED), Jennifer Susanna Bonner, Karen Jones, Michael Taylor, Chris Good, Jeremy Parnell, Ruth Barrett

Staff: Cora Moret (ED), Jennifer Pickford (Hall Manager)

Guest: Colin Funk

ITEM	MINS	Estimated Time = 112 mins
1.	2	<u>Approval of June and July Minutes</u> June minutes 1ster- KJ 2nder-SB Carried by All July Minutes-Susanna added that the resignation of Matt from the Board had not been noted and this will be added in these minutes 1ster- SB 2nder- GM Carried by All
2	15	<u>Executive Directors Report</u> Deck on the Hall has been completed. A motion was made in July to pay Isabel's outstanding invoice for the deck railing and her contract includes a 1 year warranty After discussions of other items in the Report several actions were identified: - Recruitment of more volunteers for Cortes Day 2025

		<ul style="list-style-type: none"> - Proposals to facilitate the execution of the Cortes Day fund raising event include: someone to oversee the raffles and prize, procurement of music line-up, manager of the Hall Kitchen, overall coordinator on site - Volunteers needed to sell the leftover hamburgers from Cortes day and to assist with preparing and sale of all sellable items from Manson Hall property at the August 24 Garage Sale and Hidden Treasures Market from 10am to 1pm. - Many changes are planned for the Playschool to better serve the children and the facilitators especially because of the expansion of the Playschool hours to Monday to Friday 9 am-5 pm. The changes includes: how to deal with increased hours for facilitators, exploring the addition of a 2-hour after school program for school age children on Tuesdays and Thursdays and the need for new furniture and appliances to be purchased - Meeting will be arranged between the CICF and the to SCCA to discuss the naming Term propsoed by the CICF “Village Commons {VC}” which include both CICF property and SCCA property and any liability issues which could impact on the SCCA - It appears a renter of the espresso machine to be installed in Mansons Hall has been identified. Location of the espresso machine has been identified. - The architect created a drawing with 3 possible locations for 2 new pickleball courts on SCCA/SRD land just west of Mansons Mall. It appears that none of the locations is ideal and another lot west of the Cortes school needs to be explored. The Pickleball Committee will also need to consult with the community at large for their input into the process and final location. - -There is a new janitor for Mansons Hall and Gypsy Mama will work on a budget for a regular and more thorough maintenance program for the facility which likely will require more staffing.
	<p>10</p>	<p>Hall Manager’s Report (Jennifer) -An email was sent out looking for someone to man the Thrift store due to the injury by current staffer</p>

		(It was suggested that the Thrift Store be paused after September because the summer is the highest revenue period and the space could be repurposed. It could be used by the Playschool as a Media Centre for the After School Program from September to July. A future motion to look at the feasibility of this will be reviewed.)
3	20	<p>Colin Funk - Retreat prep</p> <p>Colin did a brainstorming exercise to prepare the Board for the September 7th Retreat re Committee Norms and the Retreat Agenda. He left each member with a homework assignment to better prepare for the upcoming September Retreat.</p>
4	15	<p>Parking lot complaints - 2 letters expressing concerns and information about an actual fall incident at the site were discussed.</p> <p>The reported issues around direct access to the Women's Centre entrance from the parking lot around the rock barrier, lack of lighting of the rock barrier in front and the uneven surface created by the mulch walkway were discussed.</p> <p>Motion introduced to install better lighting for the rock barrier and to remove the mulch ground cover to the Women's Centre to create a better walking surface.</p> <p>1ster-KJ 2nder- CG Motion carried by All</p>
5	30	<p>Standing Committee Reports:</p> <ul style="list-style-type: none"> ● Finance Committee- Financial Report for the Hall was handed out and will be reviewed at the next SCCA Meeting ● Events & Fundraising Committee <ul style="list-style-type: none"> ○ volunteer appreciation event proposal ● Cemetery Committee- Susanna informed the Board that the Cemetery Committee will meet with the Death Caring Collective on Aug 13 to discuss management of the cemetery
6	20	<p>New Business</p> <p>-Email received from Matt in July to inform the Board he has resigned from the Board for personal reasons.</p> <p>-Thank you letter to be sent to Julie to thank her for her loyal support to fellow Cortesian with her weekly cafe</p>

7	5	Next board meeting: September 8 at 10 am
---	---	---

