



MINUTES

Meeting of the Board of Directors

Date: September 8th, 2024

Time: 10am

Location: Pioneer Room

Directors: Rebecca Thacker, Susanna Bonner, Ruth Barrett (secretary), Gypsy Mama, Michael Taylor, Chris Good, Jeremy Parnell

Staff: Cora Moret (ED)

Guests: Colin Funk

Regrets: Chris Good

ITEM	MINS	Estimated Time = 82 mins
	5	Check ins with each member how they are feeling coming into the meeting
1	2	Approval of Previous Board Meeting Minutes Deferred to October Meeting
2		<p>Executive Director Report</p> <ul style="list-style-type: none"> - Cortes Days 2024 revenues down 40% largely due to food sales. Need to revisit the volunteer support for the event in 2025 to ease the burden on a few volunteers. - Discussed outcome of August 24th Mansons Hall Garage Sale-.Revenue was garnered from sale of hotdogs/ hamburgers left over from Cortes Days(\$600 total) and unused furniture stored in the Hall - Playschool Changes- Now 5 days a week(M-F) and now 9am to 5pm. The after school program not set up as yet. - Immediate Action- Several branches near the small cabin at the back will be cut to removed risk of children grabbing and hanging off them - Thrift Store- Staffed again so the repurpose of that space to support the Playschool after school program is on hold. - Lighting issue at back of the Hall near the Women's Centre - Discussed ideas to access the bulb in the elevated light so it can be replaced. It was suggested that the bulb be the same colour. Motion Sensor for the light at the Women's Centre also has to be repaired. - Discussion of the new signs in place and the use of the term

		<p>“Village Commons” and proposing the use of both SCCA and CICA logos for the signage so the term could be used for both organisations. So far community feedback about the changes to the grounds are positive.</p> <ul style="list-style-type: none"> - Action- MT will look into Trademark protection for the SCCA logo - Action- Board will review the signage to ensure it incorporates all SCCA buildings. - Future Actions- Board to think about ultimate usage of the Hall grounds down the road.
<p>3</p>		<p>Colin Funk- Made 3 recommendations</p> <ol style="list-style-type: none"> 1. list the 5 Core Values on each Agenda Action: RB to incorporate into Agenda 2. Check in and check out time with each each member- how they are feeling coming into the meeting and changes in feelings at the end of the meeting. Action: RB to incorporate into Agenda 3. Add the Strategic Focus areas to the ED Report and to the meeting agenda. Action- Cora to incorporate into the ED Report and RB to incorporate into Agenda <p>Strategic Plan- It should also include By-laws entrenched in the SCCA. Action: Need to ratify other elements of the Strategic Plan to create a 3 year Plan. The November Retreat will focus on this.</p>
<p>4</p>		<p>Standing Committee Reports:</p> <ul style="list-style-type: none"> ● Finance Committee- Discussed the need for more more members with signing authority.. Both MT and JP agreed to be signers which makes 4 which is the max with JT ans KJ.. Motion to add JP and MT as signers: 1ster-KJ 2nder-RT Motion Carried by all. <p>Motion by Colin which is a feature of all high functioning Boards: Set up Financial Dashboard with budget and projections which should be monitored monthly and available for all members to see. Action- JT will be asked to set up</p>
<p>5</p>		<p>New Business Communications within the Board- When emails is used make sure the Subject Line identifies:</p>

		<ul style="list-style-type: none">-Read and Respond-Vote-Info only <p>NB: The body of the email should also start with a quick summary of the content</p>
6		Adjournment at 11:50 am

