

**Fairfield Gonzales Community Association  
Meeting of the Board of Directors  
The Place @ 1330 Fairfield Road  
Monday, November 7, 2016  
Minutes**

			<b>Action needed</b>
6:30	<b>Board Social</b> -Icebreaking for new Board members	Vanya & Kristina	
7:00	<b>Welcome</b> -Chair duties passed on to sitting President	Don Monsour	
7:10	<b>Community Voices</b> -3 Members in attendance; no issues raised		
7:20	<b>Call to order for the Board of Directors' meeting</b>	Don Monsour	
7:25	<b>Agenda Review and Approval</b> -Board members present/regrets: Please refer to enclosed attendance record. Also in attendance, Kristina Wilcox, Vanya McDonell, Councillor Liaison Chris Coleman, Kimberley Stratford. -Quorum: Established 11/14 (min 8/14) <b>-Motions:</b> 1) Accept minutes from Oct 3, 2016 Moved Heather/ 2 <sup>nd</sup> Philip, passed 2) Accept agenda for Nov 7, 2016 Moved Forrest/ 2 <sup>nd</sup> Philip, passed	Don Monsour	Minutes from October 18 <sup>th</sup> still needed.
7:30	<b>Election of Board Executive</b> -Open: President, Vice President, Treasurer, Secretary -Accepted Nominations and appointments: 1) President: Don Monsour nominated by David / 2 <sup>nd</sup> by Philip. No other candidates. Don is appointed by acclamation. 2) Vice President: Paul Brown nominated by Don / 2 <sup>nd</sup> by George. No other candidates. Paul is appointed by acclamation. 3) Treasurer: Philip Sawkins nominated by Forrest / 2 <sup>nd</sup> by Don. No other candidates. Philip is appointed by acclamation. 4) Secretary: Brett Duncan nominated by Forrest / 2 <sup>nd</sup> by George. No other candidates. Brett is appointed by acclamation.		
7:45	<b>Councillor Liaison's (CL) Report</b> -Up on portal. Overview: Function, Structure, Content of CL Report for New BoD Members	Chris Coleman	

7:55	<p><b>Executive Directors' (ED) Report</b></p> <p>Up on portal.</p> <p><b>Motion</b> to accept Margaret Jenkins facility expansion in principle, guided by Place and Executive Committees – Philip, 2<sup>nd</sup> George, passed</p>	Vanya & Kristina	
8:30	<p><b>Discussion of Current Committees and Interest/ Committee Reports</b></p> <p>-Overview: Terms of Reference (Committee roles, activities and nomination process); Committee heads assigned based on nomination and BoD members by interest</p> <p>-Accepted Nominations, appointments and members:</p> <p>1) Executive: Consists of Executive members just elected , President is chair</p> <p>- Discussion:</p> <ul style="list-style-type: none"> <li>• Strengthening communication for CALUC matters in the context of expanded FGCA membership base</li> <li>• Strengthening FGCA communication with members, potentially with a discount card for local businesses</li> </ul> <p>2) Finance: Philip is chair as Treasurer.</p> <p>3) HR: Paul nominated as HR chair by Philip, 2<sup>nd</sup> Forrest, passed</p> <p>4) Governance: Forrest nominated as Governance chair by Heather, 2<sup>nd</sup> Philip, passed.</p> <p>5) CALUC: David nominated for CALUC chair by Heather, 2<sup>nd</sup> by Paul, passed.</p> <p>6) Garden: Scott nominated for Garden Committee chair by Philip/ 2<sup>nd</sup> Forrest, passed.</p> <p>7) Place: George nominated for Place Committee chair by Forrest, 2<sup>nd</sup> by Kevin, passed.</p> <p>8) Fund Development: Brett nominated for Fund Development Chair by Paul, 2<sup>nd</sup> Philip</p> <p>9) Street Life: Chair TBD at Committee meeting</p> <p>10) VCAN – <b>Motion</b> to appoint Don and Forrest as VCAN reps – George, 2<sup>nd</sup> Philip, passed</p> <p><b>Motion</b> to add FGCA as a signer to letter from VCAN to the City requesting funding for meetings – Forrest, 2<sup>nd</sup> Kevin, passed</p> <p>-Discussion: Opportunities and processes for continuous improvement of collaboration between committees</p>		VCAN Signature and representatives update

9:10	<p><b>Old Business</b></p> <ul style="list-style-type: none"> <li>• Updates for process and terms of reference for CALUC tabled until Dec BoD Meeting</li> </ul> <p>- <b>Motion:</b> To hold CALUC Meeting on Nov 21 re: Garden Suite Forum Heather, 2<sup>nd</sup> Philip, passed.</p>		
9:20	<p><b>New Business</b></p> <p>-Board orientation: date Nov 26, 9:30-12:30, board manual review</p> <p>-Request: From City of Victoria’s Neighbourhood Planning, for FGCA to support employment of a Songhees Elder for conducting 5 walking tours of Beacon Hill Park due to City’s systemic restrictions for direct employment</p> <p>-Motions:</p> <ol style="list-style-type: none"> <li>1) <b>Motion</b> for FGCA to contract Songhees Elder Mark Albany for the purposes of conducting 5 interpretive walks – pending review of independent contractor liabilities and protocols – moved Heather, 2<sup>nd</sup> Paul, passed.</li> <li>2) <b>Motion</b> to update signing officers to be in alignment with new members of the Executive Committee (Don, Paul, Philip, Brett) – Philip, 2<sup>nd</sup> Forrest, passed</li> <li>3) <b>Motion</b> that Forrest connect with Cook Street Business Association and report back to Board – Forrest, 2<sup>nd</sup> Brett, passed.</li> </ol>	Don Monsour	
9:20	<p><b>New member acceptance</b></p> <p>-<b>Motion</b> to accept new members as reported, Forrest, 2<sup>nd</sup> George, passed.</p>	Board	
	<p><b>Summary of Action Items from this meeting</b></p> <p>-To be reviewed at the next BoD Meeting</p>	Secretary	
	<p><b>Announcements:</b></p> <p>-n/a</p>	n/a	
9:30	<p><b>Adjournment</b></p> <p>-<b>Motion</b> to adjourn – Forrest, 2<sup>nd</sup> George, passed</p>	Board	

### Attendance at FGCA Board of Directors' Meetings 2016-2017

	Nov 7	Dec 5	Jan 2	Feb 6	Mar 6	Apr 3	May 1	Jun 5	Jul 3	Aug 7	Sep 4	Oct 2	Nov 6	Dec 4
<b>Don</b>	Y													
<b>Heather</b>	Y													
<b>Scott</b>	N													
<b>Jason</b>	Y													
<b>Anne</b>	Y													
<b>David</b>	N													
<b>Philip</b>	Y													
<b>Andrew</b>	Y													
<b>Brett</b>	Y													
<b>Forrest</b>	Y													
<b>George</b>	Y													
<b>Kevin*</b>	Y													
<b>Alice**</b>	n/a													
<b>Kimberley</b>	Y													
<b>Paul</b>	Y													

\* Resigned from FGCA BoD via official process, Nov

\*\*Joined FGCA BoD via official process, Nov

Y: Yes, in attendance.

N: Not in attendance.