

Meeting of the FGCA Board of Directors

Minutes for Jan 9, 2017

Drafted by Secretary: Jan 11, 2017

The following minutes were taken at the Fairfield Gonzales Community Association's Meeting of the Board of Directors, held monthly at 'The Place' at 1330 Fairfield Road.

I. Attendance

o = Attended, x = Regrets/Absent

Meeting Calendar*		2016		2017									
		Nov 7	Dec 5	Jan 9	Feb 6	Mar 6	Apr 3	May 1	Jun 5	Jul 3	Aug 7	Sep 4	Oct 2
Board	Don	o	o	o									
	Heather	o	o	o									
	Scott	x	o	o									
	Jason	o	o	x									
	Anne	x	o	o									
	David	x	o	o									
	Philip	o	o	o									
	Andrew	o	o	o									
	Brett	o	o	o									
	Forrest	o	o	o									
	George	o	o	x									
	Alice	-	o	o									
	Kimberley	o	o	x									
	Paul	o	x	o									
Lynn**	x	x	o										
Staff	Vanya	o	o	o									
	Kristina	o	o	o									
City	Chris	o	o	o									
	Kimberley	o	o	o									
Public	-	3	0	1									

*Subject to change as required; schedule changes are usually provided 1 month in advance.

**Past FGCA Board President, Non-Voting Board Member

II. Details

The meeting started at the standard time of 7:00 PM and was adjourned at 9:20 PM. Referenced documents can be accessed via the FGCA portal: fairfieldcommunity.ca

Time (PM)	Agenda	People/Decisions/Reports
6:30-7:00	Community Voices	Don
	Topic: Challenges with rat infestation on section of Moss St.	1 Member of the Public: Vaselina
7:00-7:01	Welcome & Call to Order	Don
7:01-7:10	Agenda Review & Approval	Don
	Attendance/Regrets	Regrets: George, Jason, Kimberly
	Establish Quorum (min 8/14)	11 of 14 members present.
	Motion: to Adopt Minutes of Oct 18, 2016 Board Meeting; Action Item: Heather to meet with Vanya re: clarifying whether past minutes are final.	Motion Tabled. Heather, Vanya
	Motion: to Adopt Minutes of Dec 5, 2016 Board Meeting	Moved: Phillip; Seconded: Andrew; Motion Carried.
7:10-7:20	Community Voices Discussion	Don
	Action Item: Send info in the next e-news re: pest control	Vanya
7:20-7:22	Re-cap of Action Items from last Board Meeting.	Brett
	No outstanding Action Items.	Brett
7:22-7:36	Councillor Liaison's Report	Chris Coleman
	Refer to FGCA Portal:	<i>Councillor Liaison's Report</i>
7:36-7:40	Executive Director's Report	Vanya, Kristina
	Refer to FGCA Portal:	<i>Executive Director's Report</i>
7:41-8:02	FGCA Program Presentation	Vanya
	Refer to FGCA Portal:	<i>YFC Programming Overview</i>
	Action Item: Next Presentation will be Out of School Care	Kristina

8:03-8:50	Committee Reports & Special Projects	Committee Chairs & Project Leads
	Executive	Don
	Next Executive Meeting, Jan 23 10 AM; Agenda by Jan 16	Don
	Finance	Phillip
	Q: Are there any overdue bills? A: No Overdue Bills.	Phillip
	Update: 2017 Operating Budget on track.	Phillip
	Motion: To allocate a max. of \$900 to cover 3 months of operating expenses, including staff time (under ED's mgmt.) and related admin expenses. To be reviewed at the end of 3 months.	Moved: Phillip; Seconded: Andrew; Motion Carried.
	Human Resources	Paul
	No Report.	-
	CALUC	David
	Refer to FGCA Portal:	<i>CALUC Report</i>
	Motion: To remove cap on CALUC Committee size.	Moved: Forrest; Seconded: Phillip; Motion Carried.
	Action Item: CALUC to decide how it will manage minute-taking.	David
	Place (Operations)	Phillip, Kristina
	Motion: For Margaret Jenkins Project, to earmark a max. of \$3500 for engaging a consultant (by latest February) to create a staffing and promotion plan.	Moved: Phillip; Seconded: Alice; Motion Carried.
	Fund Development	Brett
	No Report.	-
	Action Item: Schedule next Fund Development meeting w/in Jan.	Brett

	Streetlife	Heather
	No Report.	-
	Community Garden	Scott
	No Report.	-
	VCAN	Don, Forrest
	Next VCAN Meeting: Jan 18.	Forrest
	FGCA Strategic Planning	Paul
	Action Item: Strategic planning session set for Feb 25 1-4pm; send invite to all Board Members.	Paul
	Governance	Forrest
	No Report.	-
	Action Item: Governance Committee to prepare a draft purpose statement by Feb 9.	Forrest
	Motion: To Accept All Committee Reports.	Moved: David; Seconded: Anne. Motion Carried.
8:50-8:57	Old Business	Board Members
	Discussion: All Candidates Meeting planning.	Paul
8:58-9:13	New Business	Board Members
	Discussion: Cook Street Merchant Association's request to endorse Pet-A-Palooza.	David
	Motion: To support Cook Street Merchant Association's request for FGCA to endorse 2017 Pet-A-palooza.	Moved: David; Seconded: Phillip; Motion Carried.
	Action Item: Draft Pet-A-Palooza letter of support	Brett
	Discussion: Clarification of FGCA decision making in the context of Governance Committee's roles.	Heather

9:14-9:18	Summary of Action Items from this Board Meeting. 1) Heather meet with Vanya re: clarifying whether past minutes are final 2) Send info in the next e-news re: pest control 3) Next FGCA Program Presentation will be Out of School Care 4) CALUC to decide how it will manage minute-taking 5) Schedule next Fund Development meeting 6) Strategic planning session set for Feb 25 1-4pm; send invite to all Board Members 7) Governance Committee to prepare a draft purpose statement by Feb 9. 8) Draft Pet-A-Palooza letter of support for CSMA	Brett Vanya, Heather Vanya Kristina David Brett Vanya Forrest Brett
9:18-9:19	Announcements Next Board Meeting: Feb 6, 2017	Don Don
9:20	Motion: To adjourn this Board Meeting.	Moved: Phillip Seconded: Brett. Motion Carried. Meeting Adjourned.

III. Special Notes

Not applicable for this meeting.