

FGCA Board Meeting

**MINUTES**

November 6, 2023  
Fairfield Community Place  
1330 Fairfield Road  
7:00pm – 9:00pm

**WELCOME & ACKNOWLEDGEMENTS**

7:00pm

1. Land acknowledgment by Vanya
2. Explanation of agenda (Vanya)
3. Community Voices
  - 3.1. Arthur MacInnes spoke about the Bayview development and requested the board ask the City of Victoria to follow the OCP and Fernwood Neighbourhood Plan. Vanya to circulate Arthur's email.
4. Board members introduced themselves.
5. Board candidate Jennifer Causton was introduced.
6. Call to order. Establish Quorum (7/13). 10 members in attendance.
7. Current Executive members explained their role: President, VP, Treasurer, Secretary
8. Executive positions were filled by election.
  - 8.1. President – Anna nominated by Don, seconded by Philip. Acclaimed
  - 8.2. Vice President – Quinn nominated by Anna, seconded by Philip. Acclaimed
  - 8.3. Treasurer – Philip nominated by Hayley, seconded by James. Acclaimed
  - 8.4. Secretary – Vanessa nominated by Bianca, seconded by Don. Acclaimed

**ACTION ITEMS / CITY COUNCIL**

7:52pm

9. Review action items from last meeting.
  - 9.1. Vanya will circulate Executive position descriptions. Complete
  - 9.2. Vanya will send a Board Orientation date poll for members not in attendance. Complete
  - 9.3. Vanya will add the events and branding item to an upcoming agenda (January). Carried forward.
10. City Council Liaison Q&A – City Neighbourhood Team
  - 10.1. Kimberly Stratford provided an introduction and update from the City of Victoria

**CONSENT AGENDA**

8:00pm

Any items to be added or removed from the consent agenda for discussion?

11. Confirmation of Agenda

- 11.1. Secretary to add “or removed” to the agenda confirmation.

12. Minutes of October 2<sup>nd</sup> board meeting and in camera meeting minutes were adopted.

13. New members were approved.

Motion to approve the consent agenda: Move: Don. Second: Vanessa. Carried

<b>OLD BUSINESS</b>	8:02pm
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14. Board Orientation

- 14.1. Set for the evening of November 28.

<b>NEW BUSINESS</b>	8:05pm
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15. New Co-Executive Director Debbie Banerjee was welcomed

16. Committees: Vanya gave an overview of committee structure & other assignments (VCAN, working groups). Committee chairs gave an overview of their committee and answered questions. Committee assignments will be finalized at Board orientation.

- 16.1. Vanya to circulate a list of committees, chairs, membership, usual meeting date if firm.
- 16.2. Motion to appoint Don as FGCA’s representative at VCAN. Move: James. Second: Philip. Carried.

17. Incoming Board Correspondence – none to action.

18. FGCA holiday party will be November 25, 7:30 pm at Swans.

<b>REPORTS</b>	8:30pm
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19. Executive Director’s report

20. Committee Reports

- 20.1. Finance Committee
- 20.1.1. Financial planning discussion planned for January board meeting
- 20.1.2. Are there any outstanding bills? None
- 20.2. Executive Committee
- 20.2.1. Next meeting: TBD
- 20.3. Governance Committee
- 20.3.1. Next meeting: TBD
- 20.4. CALUC
- 20.4.1. Next meeting: TBD

20.5. Neighbourhood Improvement Committee

20.5.1. Next meeting: TBD

20.6. Place and Programs Committee

20.6.1. Next meeting: ad hoc as needed

20.7. VCAN

Motion to accept all reports. Move: Don. Second: Philip. Carried

Motion to go in camera. Move: Vanessa. Second: Philip. Carried.

<b>IN CAMERA SESSION</b>
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8:35pm
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21. Board membership.

22. Update on the BC Legislature RFP for child care centre.

<b>MEETING CONCLUSION</b>
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8:50pm
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23. Summary of Action Items from this meeting.

23.1. Vanya to circulate Arthur MacInnes's email.

23.2. Secretary to update consent agenda motion language to include additions to the agenda.

23.3. Vanya to circulate a list of committees, chairs, membership, usual meeting date if firm.

24. Next Board meeting: January 8 at 7pm

Motion to adjourn. Move: Don. Second: Vanessa. Carried.

**ATTENDANCE**

Meeting Calendar	2023	2024								
	Nov 6	Jan 8	Feb 5	Mar 4	Apr 8	May 6	Jun 3	Jul 8	Sep 9	Oct 7
Anna Phelan	✓									
Bianca Wallace	✓									
Carrie Fuzi	x									
Daniel Powell	✓									
Desiree Neufeld	✓									
Don Monsour	✓									
Hayley Lapalme	✓									
James Coccola	✓									
Joanna Fox	x									
Philip Sawkins	✓									
Quinn Fletcher	x									
Scott Davis	✓									
Vanessa Gelhaar	✓									
<b>Staff</b>										
Debbie Banerjee	✓									
Vanya McDonell	✓									
<b>City Reps</b>	1									
<b>Public</b>	2									

**X**

Executive Director

**X**

Executive Director