

## FGCA Board Meeting

### MINUTES

September 8, 2025

Fairfield Community Place

1330 Fairfield Road

7:00pm – 9:00pm

#### WELCOME & ACKNOWLEDGEMENTS

7:00pm

1. Land acknowledgment by Quinn Fletcher
2. Ice breaker – What is a useless skill you have?
3. Community Voices
  - 3.1 Dulcie Fernandes – Concerns about merger of the Tuesday Food Pantry with the Thursday Food Marketplace program
  - 3.2 Lynn Taylor – Concerns about merger of the Tuesday Food Pantry with the Thursday Food Marketplace program
4. Establish Quorum (9/12)

#### ACTION ITEMS

7:18pm

5. Review action items from last meeting:
  - 5.1 Vanessa will send the board social doodle poll – Updated poll sent, rescheduled to September 28
  - 5.2 Let Quinn and Vanya know your intentions for continuing with the board next year. Reminder to board members.

#### CONSENT AGENDA

7:20pm

6. Confirmation of Agenda. Anything to be added to or removed from the consent agenda for discussion?
  - 6.1 Two items added – City of Victoria motion regarding disclosing affiliation when addressing Council at open meetings and Food Pantry
7. Adoption of minutes from the July board meeting
8. Approval of new members

Motion to approve agenda, adopt minutes and approve new members. Moved by Helen.  
Seconded by Carrie. Carried.

#### NEW BUSINESS

7:22pm

9. City of Victoria motion regarding disclosing affiliation when addressing Council at open meetings
10. City update – Councillor Jeremy Caradonna
  - 10.1 Operating Agreement update - expecting updates from City staff to community associations shortly. Vacancy clause will be extended

10.2 Request that FGCA distribute information on the City's Bike Share public engagement which is open until September 24

10.3 Q&A

10.3.1 FGCA shared community concerns around overlapping road closures in Fairfield making it difficult to navigate the neighbourhood. Councillor Caradonna will relay to appropriate staff.

11. Incoming board correspondence – City of Victoria information, Community Voices letter
12. AGM October 27 at 7:00pm
13. Board recruitment
  - 13.1 Recruitment event at 6:00pm before October board meeting. Exec Committee will attend
  - 13.2 Consider executive roles for post-AGM
14. Committee reports
  - 14.1 Exec – Next meeting September 22. Meetings are open to all board members
  - 14.2 Finance – Next meeting September 17
  - 14.3 Governance – Written reports shared. Exec will attend next meeting to discuss board recruitment and orientation
  - 14.4 NIC – Did not meet over summer, will resume in September. Mama's Dance Party will continue. No progress to report on Sauna Festival idea. Considering a meeting to coordinate families interested in protecting a phone-free childhood, grassroots organizing
    - 14.4.1 Discussion on program expenses and donations moved offline
  - 14.5 Place and Programs – Last met in July, next meeting September 25. Discussing risk management of the portable facility and a community survey of programming needs
  - 14.6 CALUC – no report
  - 14.7 VCAN – Next meeting September 20 at 6:30 – discussing OCPs and election of officers
  - 14.8 Communications – No report
  - 14.9 Excellence – Last met June 10. Undertaking research and review work. Carrie met with other Community Associations to learn how they operate
15. Executive Director's report
  - 15.1 Budget and staffing updates
  - 15.2 Any outstanding bills? No
  - 15.3 Operating Agreement update
  - 15.4 Board volunteers for Fall Fairfield, September 21, 12-4. Board table is staffed but more board volunteers are welcome
16. Board Committee Structure Discussion
  - 16.1 Further discussions will happen in committees and the board discussion will continue at the next meeting
  - 16.2 Steve will draft board member exit interview questions to gather input
17. Food Pantry and Marketplace programs
  - 17.1 Quinn will respond to Dulcie and Lynn in response to their letters

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|---------------------------|
| <b>MEETING CONCLUSION</b> |
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| 8:50pm |
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18. Next Board meeting: October 6, 7:00pm (5 min)
19. Action items from this meeting

19.1 FGCA will send out an email with information on the City of Victoria's bike share engagement

19.2 Steve will draft board member exit interview questions to gather input

19.3 Quinn will respond to Dulcie and Lynn in response to their letters

20. Ice melter & questions arising out of today's meeting/open forum

Was tonight's meeting beneficial to you? What if anything can we do to improve future board meetings?

Motion to adjourn. Moved by Peter. Seconded by Daniel. Carried.

## ATTENDANCE

| Meeting Calendar  | 2024  | 2025  |       |       |       |       |       |       |       |       |       |
|-------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Director          | Nov 4 | Jan 6 | Feb 3 | Mar 3 | Apr 7 | May 5 | Jun 2 | Jul 7 | Sep 8 | Oct 6 | Nov 3 |
| Anna Phelan       | ✓     |       |       |       |       |       |       |       |       |       |       |
| Bianca Wallace    | ✓     | ✓     | X     | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     |       |       |
| Carrie Fuzi       | ✓     | ✓     | ✓     | X     | ✓     | ✓     | ✓     | ✓     | ✓     |       |       |
| Daniel Powell     | ✓     | ✓     | X     | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     |       |       |
| Desiree Neufeld   | ✓     |       |       |       |       |       |       |       |       |       |       |
| Don Monsour       | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     |       |       |
| Hayley Lapalme    | ✓     | X     | ✓     | ✓     | ✓     | ✓     | ✓     | X     | ✓     |       |       |
| Helen McDonald    | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     |       |       |
| James Coccola     | ✓     | ✓     | ✓     | ✓     | X     | ✓     | ✓     | ✓     | X     |       |       |
| Jennifer Causton  | ✓     | X     | ✓     | ✓     |       |       |       |       |       |       |       |
| Johanna Henderson | ✓     | ✓     | ✓     | ✓     | X     | ✓     | ✓     | ✓     | X     |       |       |
| Peter Hawker      |       | ✓     | ✓     | X     | ✓     | ✓     | ✓     | ✓     | ✓     |       |       |
| Quinn Fletcher    | ✓     | ✓     | ✓     | ✓     | X     | ✓     | ✓     | X     | ✓     |       |       |
| Steve Roddick     | ✓     | ✓     | X     | ✓     | X     | ✓     | ✓     | X     | ✓     |       |       |
| Vanessa Gelhaar   | ✓     | ✓     | ✓     | ✓     | ✓     | X     | ✓     | ✓     | X     |       |       |
| <b>Staff</b>      |       |       |       |       |       |       |       |       |       |       |       |
| Debbie Banerjee   | ✓     | ✓     |       |       |       |       |       |       |       |       |       |
| Kristina Wilcox   |       |       | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     |       |       |
| Vanya McDonell    | ✓     | ✓     | ✓     | ✓     | ✓     | ✓     | X     | ✓     | ✓     |       |       |
| <b>City Reps</b>  | 1     | 1     | 1     | 1     | 1     | 1     |       | 1     | 1     |       |       |
| <b>Public</b>     | 1     |       | 1     | 1     | 1     | 1     | 1     | 1     | 2     |       |       |
|                   |       |       |       |       |       |       |       |       |       |       |       |

X

Executive Director

X

Executive Director