# **FGCA Board Meeting**

### **MINUTES**

October 6, 2025
Fairfield Community Place
1330 Fairfield Road
7:00pm – 9:00pm

#### **WELCOME & ACKNOWLEDGEMENTS**

7:00pm

- 1. Land acknowledgment by Peter Hawker
- 2. Community Voices & welcome prospective board members
- 3 Ice breaker Share a favourite fall flavour or smell
- 4. Establish Quorum (9/12)

### **ACTION ITEMS**

7:10pm

- 5. Review action items from last meeting:
  - 5.1 FGCA will send out an email with information on the City of Victoria's bike share engagement. Complete will be promoted on social media.
  - 5.2 Steve will draft board member exit interview questions to gather input. Underway
  - 5.3 Quinn will respond to Dulcie and Lynn in response to their letters

### **CONSENT AGENDA**

7:12pm

- 6. Confirmation of Agenda. Anything to be added to or removed from the consent agenda for discussion?
- 7. Adoption of minutes from the September board meeting
- 8. Approval of new members

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

### **NEW BUSINESS**

7:14pm

- 9. City update Councillor Jeremy Caradonna 9.1 Q&A
- 10. Incoming board correspondence
- 11. November board orientation at the Nov 3 board meeting and a stand-alone date in November tbd
- 12. Committee approach and interest for next year
- 13. Committee reports & year-end reflections
  - 13.1 Exec
    - 13.1.1 Update on executive positions
    - 13.1.2 Next meeting Oct 21, 6:30pm

- 13.2 Finance
- 13.3 Governance
- 13.4 NIC
- 13.5 Place and Programs
- **13.6 CALUC**
- 13.7 VCAN No Sep meeting. Next meeting Nov 26
- 13.8 Communications
- 13.9 Excellence
- 14. Executive Director's report
  - 14.1 Any outstanding bills? Yes, due to mailed cheques stuck in Canada Post strike. Will be paid electronically shortly.
  - 14.2 Operating Agreement update draft received
  - 14.3 The board recognized Vanya and Kristina's 10-year anniversary as Co-Executive Directors and thanked them for their good work
- 15. Risk Management Plan
  - 15.1 Carry forward to November agenda, board members to review and add comments

## **MEETING CONCLUSION**

8:25pm

- 16. Next Board meeting: November 3, 6:30pm dinner provided Reminder AGM October 27, 7:00pm
- 17. Action items from this meeting
  - 17.1 Steve will draft board member exit interview questions to gather input
  - 17.2 Quinn will respond to Dulcie and Lynn in response to their letters
  - 17.3 Returning board members to consider interest in committee participation next year, reflecting on new approach
  - 17.4 Board members to review and comment on the Risk Management Plan prior to November meeting
- 18. 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. Move by Vanessa. Seconded by Don. Carried.

# ATTENDANCE

| Meeting Calendar | 2024 |     |     |     |     |     |     |          |     |     |
|------------------|------|-----|-----|-----|-----|-----|-----|----------|-----|-----|
| Director         | Nov  | Jan | Feb | Mar | Apr | May | Jun | Jul      | Sep | Oct |
|                  | 4    | 6   | 3   | 3   | 7   | 5   | 2   | 7        | 8   | 6   |
| Anna Phelan      | ✓    |     |     |     |     |     |     |          |     |     |
| Bianca Wallace   | ✓    | ✓   | Х   | ✓   | ✓   | ✓   | ✓   | ✓        | ✓   | ✓   |
| Carrie Fuzi      | ✓    | ✓   | ✓   | Х   | ✓   | ✓   | ✓   | <b>✓</b> | ✓   | ✓   |
| Daniel Powell    | ✓    | ✓   | Х   | ✓   | ✓   | ✓   | ✓   | <b>✓</b> | ✓   | ✓   |
| Desiree Neufeld  | ✓    |     |     |     |     |     |     |          |     |     |
| Don Monsour      | ✓    | ✓   | ✓   | ✓   | ✓   | ✓   | ✓   | ✓        | ✓   | ✓   |

| Hayley Lapalme    | ✓ | Х | ✓ | ✓ | ✓ | ✓ | ✓ | Х | ✓ | Х |
|-------------------|---|---|---|---|---|---|---|---|---|---|
| Helen McDonald    | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | Х |
| James Coccola     | ✓ | ✓ | ✓ | ✓ | Х | ✓ | ✓ | ✓ | Х | Χ |
| Jennifer Causton  | ✓ | Χ | ✓ | ✓ |   |   |   |   |   |   |
| Johanna Henderson | ✓ | ✓ | ✓ | ✓ | Χ | ✓ | ✓ | ✓ | Χ | ✓ |
| Peter Hawker      |   | ✓ | ✓ | Χ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Quinn Fletcher    | ✓ | ✓ | ✓ | ✓ | Х | ✓ | ✓ | Х | ✓ | ✓ |
| Steve Roddick     | ✓ | ✓ | Χ | ✓ | Х | ✓ | ✓ | Х | ✓ | ✓ |
| Vanessa Gelhaar   | ✓ | ✓ | ✓ | ✓ | ✓ | Х | ✓ | ✓ | Х | ✓ |
| Staff             |   |   |   |   |   |   |   |   |   |   |
| Debbie Banerjee   | ✓ | ✓ |   |   |   |   |   |   |   |   |
| Kristina Wilcox   |   |   | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Vanya McDonell    | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | Χ | ✓ | ✓ | ✓ |
| City Reps         | 1 | 1 | 1 | 1 | 1 | 1 |   | 1 | 1 | 1 |
| Public            | 1 |   | 1 | 1 | 1 | 1 | 1 | 1 | 2 | 3 |