**DRAFT Meeting Notes**

**Sechelt Village Association**

**February 16, 2023**

Present: Jules Atkins, Pat Dalgleish, Leigh Golby, Jill Hemmings-Anderson, and Christine Twaits.

The meeting was called to order by the Chair, Jules Atkins at 4:05 pm.

Jill Hemmings agreed to take notes of the meeting.

1. **Bylaws**

Jules asked if the temporary Board was ready to adopt the bylaws. Chris Twaits reported that her concerns regarding the Treasurer’s responsibility to file taxes and create annual reports has been addressed by the Treasurer of the East Porpoise Bay Community Association, and that no revision of our bylaws is required.

All members agreed to adopt the current bylaws.

All members agreed to send the bylaws out to members now, and again when the notice of the April AGM is sent, requesting their comments and questions.

1. **Treasurer’s Report**

The Credit Union has completed the paperwork for the three signatories to the account as Chris Twaits, Jules Atkins and Jill Hemmings-Anderson. All of them will have online access to the account.

The current bank balance is $430.87. The treasurer has an additional $5 to be deposited.

1. **Preparation for AGM**

**Location:** Jill Hemmings-Anderson confirmed that the Legion hall, not the lounge, will be the location for the meeting.

**Attendance:** There are currently 46 paid-up members. It was agreed by all that paid-up membership will be required for attendance at the AGM. SCVA members who paid dues last year will not be asked to pay dues again this year. New members will be asked to pay $5 for a single membership and $10 for a household membership. Pat Dalgleish will be at the entrance to the Legion to check memberships and collect any fees.

**Set up:** It was agreed that chairs should be placed in either a half-circle or open square to facilitate discussion and ensure that speakers can be heard by all. If members are unable to hear a speaker, one of the temporary directors will repeat the comment or question.

**AGM Chair:** Jules Atkins agreed to Chair the meeting and requested a co-Chair to assist. Pat Dalgleish agreed to take notes of the meeting.

**AGM Agenda:**

It was agreed by all that the agenda should include:

* Introduction and overview, presented by current temporary Board directors (15 mins)
* Reports by Treasurer and Membership directors (5-10 mins)
* Election of Board Members – current temporary directors may elect to stand or not; nominations will be taken from the floor; election will be done by a show of hands (15-20 mins)
* Ratification of Bylaws – hard copies of bylaws should be available at the meeting; open discussion to address questions or concerns, suggested additions, etc. Chair will request ratification by a show of hands. (15-25 mins)
* Priority issues for our next year – current directors will recap priority issues identified last year at the Hackett Park meeting (safety, development and water supply issues, homelessness). Members will be asked to identify issues of importance to them through open discussion. Jill Hemmings-Anderson will ensure that a flip-board or white-board is available to record ideas. Coloured sticky dots may be given to attendees to enable them to identify their top priority issues from the list that is generated through discussion. (20-30 mins)
* Speaker – agreed that there will be no speaker at this meeting, but that membership will be asked if they would like the Board to organize special meetings with speakers on topics such as Emergency Preparedness, etc.

All agreed we will try to keep the meeting to 60 minutes if possible, however the Legion is booked for 2 hours.

All agreed that we will not provide refreshments at this meeting, but will provide water.

1. **Website Development**

Leigh Golby reported on what she has done with the website so far. She has added many photos, established links from the photos of facilities to the facility website, corrected broken links and added notes of meetings to the website.

General discussion of purpose of website, number of users (difficulty assessing as we are all accessing it), and best sponsors (currently Weebly, could switch to another, but would be more costly).

Agreed to put website development on the agenda for next meeting. Members to review website in preparation.

 **5.** **Possible actions re homelessness/mental health/drug issues in Sechelt**

Agreed that the SCVA is not ready, at this time, to address this issue. There needs to be a fuller discussion with the membership. This may occur at the AGM or as a special meeting.

(Jules Atkins has written a letter about the current crisis and will send it to a variety of politicians (local and provincial) as well as media. She will send it under her own name, not as SVCA member.)

 **7. Other business**

Jill Hemmings-Anderson reported that the SVCA can have a table/booth at the Farmer’s Market to promote our association, at no cost. The Market opens on April 1. Agreed that having a booth there in advance of the AGM would be a good idea. This item will be put on the agenda for our next meeting for further discussion.

**The next two meetings will be held on March 16, 2023 and April 6, 2023 at 3:30 pm.**

The meeting was adjourned by the Chair at 5:10 pm.