

BOARD MEETING MINUTES | SEPT 11, 2018 | 1-1yr

DATE & TIME:

Tuesday, Sept 11, 2018 at 8:00 am

LOCATION:

Best Western Chemainus Inn Board Room

ATTENDING DIRECTORS:

<input type="checkbox"/> Angela	<input checked="" type="checkbox"/> Debbie	<input type="checkbox"/> Ward	<input type="checkbox"/> Barb	<input checked="" type="checkbox"/> Karla	<input checked="" type="checkbox"/> Brenda
<input checked="" type="checkbox"/> Chris	<input type="checkbox"/> Kara	<input checked="" type="checkbox"/> Lulu	<input checked="" type="checkbox"/> Amy	<input checked="" type="checkbox"/> Shelley (ex-officio)	

EX-OFFICIO SEATS:

<input checked="" type="checkbox"/> Chemainus Theatre	<input checked="" type="checkbox"/> CVCAS	<input checked="" type="checkbox"/> Krystal
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1) Meeting called to order 8:10 am

2) Consent Agenda

- Approval of July Minutes
- Payables (Cheques to be signed)
- Income & Expense Statement/Balance Sheet – Ask Kim to send out invoice/statements reminders every 30 days – Accounts Receivable: Board requested detailed information on what they owe for. Shelley asked Krystal for this information, waiting to hear how she'd like me to proceed.

In favour All, Motion to approve: Debbie , Amy

3) Items For Review

- Work In Progress Report (WIP)
- Contractor Time and Expenses

In favour All, Motion to approve: Amy , Lulu

4) Events + Discussion

- 5k Family Fun Pumpkin Spice Run – Review Proposal and Draft Budget – planning is ongoing
- Halloween – same format as last year – new addition: pumpkin decorating display/contest
- Taste of Chemainus- roll this into Eat, Sleep, Play campaign with Cowichan Tourism? Karla and Shelley to meet and discuss.
- Moonlight Madness – date change to Thur, Dec 6 – Shelley to check when Chemainus Elementary Christmas concert is and update Church on new date.
- Business Watch Program Info Session
- AGM and Society Act, revised bylaws – Upload existing bylaws (as they are) to complete the transition process for the New Societies Act. There will be no edits made to the bylaws.

In favour All, Motion to approve: Susan , Lulu

5) Misc.

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| <ul style="list-style-type: none"> • Shop Your Town – revisit in Feb/Mar 2019 • Chemainus Brochure – Create a new one to be completed Feb 2019 • Draft Budget – Krystal reviewed this – poll on FB group to approve | <ul style="list-style-type: none"> • Banners – Krystal explained banners/billboards to Shelley - Shelley to move forward and complete – Krystal to send file to Shelley |
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6) Open Floor

7) Meeting called to close 9:50 am

In favour All, Motion to approve: Susan , Michelle