

BOARD MEETING MINUTES | JUNE 12, 2018 | 10-3yr

DATE & TIME:

Tuesday, June 12 at 8:00 am

LOCATION:

Best Western Chemainus Inn Board Room

ATTENDING DIRECTORS:

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|--|--|--|--|---|--|
| <input checked="" type="checkbox"/> Angela | <input checked="" type="checkbox"/> Debbie | <input type="checkbox"/> Ward | <input checked="" 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 type="checkbox"/> Sandy | <input checked="" type="checkbox"/> Amy | <input checked="" type="checkbox"/> Shelley (ex-officio) |

EX-OFFICIO SEATS:

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|---|---|---|
| <input checked="" type="checkbox"/> Chemainus Theatre | <input checked="" type="checkbox"/> CVCAS | <input checked="" type="checkbox"/> Krystal (phone) |
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- Meeting called to order 8:05 am
 - Consent Agenda
 - Approval of May Minutes
 - Payables (Cheques to be signed)
 - Income & Expense Statement/Balance Sheet
 In favour all, Motion to approve: Amy, Barb
 - Consent Agenda Addition + Changes
 - Approval required to add work in progress report (WIP) and contractor time and expenses
 In favour all, Motion to approve: Debbie , Angela
 - Items For Review
 - Process of package review moving forward
 - Work In Progress Report (WIP)
 - Contractor Time and Expenses
 In favour all, Motion to approve: Lulu , Amy
 - FAM Request – Decided to deny request. Shelley to write letter.
 - Events Recap + Discussion
 - Car Show – Excellent turn-out for event. Mid Town businesses very happy. Ideas for next event – (1) have something for the kids – give them antique toy cars and balloons, keep them busy and happy while parents view cars. (2) expand to other areas in town (3) have a more specific show – Rat rods only (4) ask firehall to bring old fire trucks – Create committee for event – Amy and Chris will lead.
 - Canada Day – Everything on track. Krystal will brief Shelley on everything
 - Halloween
 - Savour Cowichan – no longer happening, proceed with the dine around experience
 - Misc
 - Bags update – Bags have arrived. Shelley will deliver to businesses with invoice and letter of thanks.
 - Digital file storage – Working well
 - Unsurance – Completed, saving \$500
 - Video and TCS – 90 sec video capturing story of Chemainus through a tourism perspective. Karla is being interviewed + footage around town. Part of Tourism Cowichan Society's premium listing- Both Tourism Cowichan and the Chemainus BIA will own the video for posting on their respective social media and websites. Delivery by July 10

- Basket Update – Everything went very smooth day of. One is missing on the side of mural at Willow Antique Mall. Give one to Vintiquity.
- Open Floor
 - Possibly set up a cut-out of a sleigh for people to take their Christmas card photo on Canada day – Is there money to spend on this? Where would we set it up? Barb to look into illustrator and Leons Signs to print it.