

## 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:**

<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:**

<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.