

Mayne Island Community Chamber of Commerce Board Meeting  
 October 23, 2018  
 5:30 pm at Studio 652 (Home Hardware House)

| Agenda Item  | Responsibility |
|--|----------------|
| 1. Guest- Ron Weeks (5:40pm)                                 | Ron Weeks      |
| 2. Additions to the Agenda                                   | Bill           |
| 3. Approval of the Agenda                                    | Bill           |
| 4. Approval of the September 11 Board Meeting Minutes        | Bill           |
| 5. President's Report  | Bill           |
| 6. Correspondence<br>-Hand Sanitizer at businesses           | Bill, Lauren   |
| 7. Treasurer's Report  | Brian, Colleen |
| 8. Membership Report   | Lauren         |
| 9. Marketing Committee Report                                | Sue, Kat       |
| 10. Welcome Bag  | Sue            |
| 11. Executive Officer Report<br>-Survey<br>-Website Calendar | Lauren         |
| 12. 2019 Brochure  | Lauren         |
| 13. Infrastructure Project(s)                                | Brian          |
| 14. Spaghetti Dinner   | Lauren         |
| 15. Cannabis Discussion                                      |                |
| 16. Adjournment  | Bill           |

In attendance: Bill McCance (President), Candida Kitka, Brian Dearden, Lauren Underhill (Executive Officer), Sharon Hinton, Richard Jarco, Kat Ferneyhough, Colleen Fraser  
 With Regrets: Sue Duncan  
 Guests: Drew Ferneyhough, Ron Weeks (left after his presentation)

Meeting Called to Order: 5:30 pm

1. Ron Weeks

- Introduced his business “Celtic Centurion” to the board. Is a business that helps people with chronic mobility or restricted mobility issues with property maintenance.
- Also does work with the Southern Gulf Islands branch of the Legion and is a Southern Gulf Islands Emergency Planning manager.
- Wanted to know what the Chamber of Commerce does and how the Chamber helps small businesses. Response was that the Chamber is a group of businesses banding together to support each other and tourism. It also allows businesses to access BC Chamber insurance rates
- Ron stated that every member of the Community Centre (costs \$5 to be a member), can use the centre and be covered by the centres liability insurance, which would greatly reduce insurance costs for the Chamber. Ron stated that he should double-check this statement.

2. Additions to the Agenda

- Application for liability insurance for board members

3. Approval of the Agenda

- **Motion to approve the October 23, 2018 agenda by Brian Dearden, seconded by Richard Jarco** CARRIED

4. Approval of the September 11, 2018 Board Meeting Minutes

- **Motion by Sharon Hinton to approve the September 11, 2018 Board Meeting Minutes, seconded by Kat Ferneyhough.**  
CARRIED

5. President's Report

- Mayne Island is on the way to becoming designated as a rural area, which will open up the opportunity to access the dividend fund.
- The Mayne Island housing group is looking for donated land. The Chamber would like to know more about this. [Mayne Island Housing Group will attend the November 27<sup>th</sup> meeting]

6. Correspondence

- The Chamber has received an email from the Health Care Association:  
"I am contacting you on behalf of the MI Health Centre Board of Directors. We received an enquire regarding installation of hand sanitizing stations at local businesses . After some discussion it was suggested that this might be an initiative for the Chamber and local merchants to implement thus the email. Thank you for consideration of this matter.  
Respectfully submitted  
Pat Todd  
Secretary MIHCA"
- The Chamber felt that it was up to individual businesses to decide if they wanted to have hand sanitizing stations and did not support funding this initiative.

7. Treasurer's Report

- The Chamber can now accept e-transfers. The Chamber has bank cards (there is a card in the chequebook, which is under Brian's name), and signing authority is being straightened out.
- The Chamber's bank status should be reviewed every year so as to keep everything current.
- Brian is currently a sponsor of the account (a sponsor has to have an active account at Coast Capital Savings).
- Andy Pearson needed to help remove Toby as a sponsor and signing authority on the account and someone else needs to be added
- As of October 1<sup>st</sup>, the Chamber has \$35,872.
- A budget meeting will occur on November 20<sup>th</sup> at 5:30pm. Brian, Collen, and Sharon will attend. Note that \$5000 in the budget needs to be isolated for the kiosk project.
- Lauren will send Brian and Colleen the numbers that Toby had given her for budgeting purposes.

- **Motion to accept the Treasurer's Report by Richard Jaron, seconded by Kat Ferneyhough.** CARRIED

#### 8. Membership Report

- Membership are coming in, currently we are 2 members down, with one new insurance member. Some e-transfers have come in, as well as many cheques and Square payments.

**Motion to approve the membership report by Sharon Hinton, seconded by Brian Dearden.** CARRIED

#### 9. Marketing Report

- Kat has been working on prototypes of Mayne Island promotional items using laser cutting. She will hopefully have cost estimates for the budget meeting.

**Motion to approve the marketing report by Sharon Hinton, seconded by Drew Ferneyhough.** CARRIED

#### 10. Welcome Bag

- Sue Duncan not present

#### 11. Executive Officer Report

- Currently working on getting the website calendar to be compatible with the Southern Gulf Islands Calendar so that events may be automatically shared. An application has been identified that could help with this, but will cost \$50 per year.

**Motion to approve proceeding with spending \$50 for the calendar application by Ricahrd Jarco, seconded by Colleen Fraser.** CARRIED

#### 12. 2019 Brochure

- Lauren will contact Richard De Armond to see if he will do brochure design again.
- Decided to continue not to highlight the year on the brochure.
- Lauren will put a call out for brochure cover design again, opening it up to all Chamber members.

#### 13. Infrastructure Projects

- Jean-Daniel would like to help with this project. Idea is to have a discussion at the Spaghetti Dinner, have a recap meeting and then start assigning people to take on different projects.
- David Maude has contacts with the Ministry of Transportation.
- David Howe's office is a good contact for funding.
- At the Spaghetti Dinner we will have one person recording thoughts and then have ideas consolidated onto 1 flipchart at the front.

#### 14. Spaghetti Dinner

- Insurance and liquor licence are done. The Community Centre fee still needs to be paid.
- Kat will bring cash box and float, Lauren will do wine, Richard will wash tablecloths, and Brian will bring flip chart.

#### 15. Cannabis Discussion

- Does the Islands Trust have jurisdiction in this area?
- Does the Chamber have a position?
- Decided that this is not a topic to have the Chamber wade into as it's based on the laws.

16. Application for Liability Insurance for Board Members

- Colleen got an application from Amanda at Gulf Islands Insurance, but it seems too complicated. Colleen will contact Doug Wedman to ask him about BC Chamber of Commerce Insurance possibilities.

17. Adjournment

**Motion to adjourn the meeting by Brian Dearden, seconded by Drew Ferneyhough.**

**Next Meeting: Spaghetti Meeting- November 13, Spaghetti Dinner Recap November 27**