

Mayne Island Community Chamber of Commerce
 AGM
 April 9, 2015 at 7pm
 Mayne Island Community Centre

Present: Sharon Hinton, Millie Leathers, Richard Jarco, Toby Snelgrove, Andy Pearson, Anita Bates, Elizabeth Whitelaw, Maureen Pearl, Jillian Rice, Barbara McIntyre, Dove Meadow-Lang, Bill McCance, Judy Taylor

Absent: Lorie Brown

Agenda Item	Responsibility
1. Additions to the agenda	Millie
2. Approval of the agenda	Millie
3. Approval of May 27 th , 2014 AGM Minutes	Millie
4. Business arising from the minutes	Millie
5. Chair's Report	Millie
6. Treasurer's Report	Andy
7. Membership Committee Report	Sharon, Richard De Armond
8. Marketing Committee Report	Toby, Lorie, Andy
9. Discussion regarding Chamber tendering of jobs	Millie
10. Bylaw Amendments/Discussion	Millie
11. Election of New Board Members	Millie
12. Bill McCance Item	Bill McCance
13. Adjournment	Millie

Meeting brought to order by Millie Leathers at 7:03pm

1. Additions to the agenda

- Bill McCance-New Business

2. Approval of the agenda

Motion to approve the agenda by Maureen Pearl, seconded by Andy Pearson CARRIED

3. Approval of May 27th, 2014 AGM Minutes

Motion to approve the minutes from May 27th, 2014 AGM by Toby Snelgrove, seconded by Andy Pearson CARRIED

4. Business arising from the minutes

- Nothing

5. Chair's Report

- Items focused on by the Chamber in 2014:
 - Off-island advertising (publications/billboard)
 - Helping to advertise the Active Pass Festival
 - Addition of several new businesses and residents to the island.
 - Investigating on-island advertising (booth for trailhead for future trail from ferry to library, brochure rack near Tru Value)

- Pursued welcoming visitors with positive signage at our docks
- Modifications to the brochure (increasing the size of the business card ads)
- Keeping website up to date
- Editing bylaws
- Examining the BC Chamber of Commerce's Position and Policies Manuals
- Items to be focused on in 2015
 - Off-island advertising
 - Looking further into welcoming of visitors to docks (signage)
 - Brochure and website modifications
 - Other items that Chamber members tell us we need to be doing/examining.

6. Treasurer's Report

- See email attachments for financial reports
- **Motion** that the requirement for an audit be waived for this year and deferred to next year.
- **Discussion**- the reason for waiving the audit is because its cost is approximately \$5000. Each year this motion is proposed so that there is a potential for an audit to occur if the members feel it is needed.
- **Motion** by Andy Pearson, seconded by Richard Jarco CARRIED

7. Membership Committee Report

- The membership drive resulted in more businesses members (currently 69, up from 55; 10 community members; 26 off-island members, up from 24).
- It was suggested that there be different payment options for Chamber membership. This was discussed, but it was decided that it would be very difficult from an administrative point of view. It is still up for consideration when the Chamber should issue their annual bill for membership.

8. Marketing Committee Report

- The marketing committee is happy to have members participate in their meetings, with meetings occurring every month and a half.
- They have been working on the website, brochure, and off-island advertising.
- We will try to get the brochure out earlier this year, with editing of it starting within a few months.
- There was an attempt to have a contractor do an advertising strategy for the Chamber, but this did not work out, so the committee does all of the advertising design etc.
- The committee continued the Chamber branding ("Mayne Island, Closer Than You Think), had "Made on Mayne Island" stickers created, Chamber tote bags, and did advertising in Aqua Magazine, Georgia Strait, Island Parent, Blackpress publications, a billboard in Victoria, a bird magazine and Discovery magazine.
- For every advertisement done last year and this year within Alberta and BC, the Chamber potentially gets back %50 of the advertising cost from Tourism Vancouver Island. This funding model will change next year and the Gulf Islands will have to collaborate to potentially receive funding.
- The Chamber posts advertisements and other media regarding Mayne Island on the Chamber website, and is looking at having monthly/bi-monthly information being posted on Facebook and the Website as a way to communicate with the membership.
- It was suggested that the Chamber have a toll-free number, but there could be issues with who would be receiving/responding to the telephone calls. This issue will be further discussed.

9. Discussion regarding Chamber tendering of jobs

- For some jobs there is a small pool of talent on the island and sometimes a board member may have the skill set to do a job for the Chamber. The problem created with this is the potential for a conflict of interest.
- The suggested solution is to follow the below process:
 1. All potential contracts to be offered to the community at large where possible. The exception may be for an imminent need with not enough time to do so.
 2. During any decision regarding a contract that involves a board member, that board member may not be present for any discussion of the matter.
 3. If a board member is eventually hired for a project or service, they must recuse themselves from any board discussion related to the project or service.
- It was suggested that where contracts are offered for tender, that there be a time limit on the tendering period.
- Opposition and support was voiced for the suggested solution, and it was suggested that the discussion be moved to the bylaw discussion.

9. Bylaw Amendments/Discussion

- The current bylaws with their potential changes were read out, including the following for which there was discussion.
- There was discussion regarding section 19, which dealt with the period of time for which an officer holds a position on the board. Discussion included removing any specific period of time (e.g. 2 years) from the bylaw, while others felt it was important to keep these time periods to ensure overlap of board members. However, having these time periods could force board members to be in positions longer than they wanted (e.g. the president being on the board for 6 years). It was decided that this bylaw be set aside with Sharon Hinton and Millie Leathers taking these comments and re-wording the potential bylaw.
- **Motion** by Richard Jarco to defer discussion of section 19 until the next general meeting, seconded by Millie Leathers. CARRIED
- Section 28 is to be altered to include:
 1. All potential contracts to be offered to the community at large where possible. The exception may be for an imminent need with not enough time to do so.
 2. During any decision regarding a contract that involves a board member, that board member may not be present for any discussion of the matter.
 3. If a board member is eventually hired for a project or service, they must recuse themselves from any board discussion related to the project or service.
- Section 32(c) is to be altered to include:
 - Two of the Treasurer, President, Past President or Vice-President must sign all notes, drafts and cheques.
- **Motion** that adopted motions be accepted by Toby Snelgrove, seconded by Brian Dearden. CARRIED

11. Election of New Board Members

- Brian Dearden and Richard De Armond are stepping down from the board.
- Millie Leathers nominates Jillian Rice, who owns Full Circle Clothing, for a position on the board
- Toby Snelgrove nominates Anita Bates, who owns Camassia Café, for a position on the board
- Jillian Rice and Anita Bates were nominated and acclimated to the board.

- Affirmed Slate: Andy Pearson, Toby Snelgrove, Bill McCance, Richard Jarco, Sharon Hinton, Lorie Brown were all re-elected (no objection).

12. Other

- Bill McCance announced that there is a new Naturopathic physician on the island.

13. Adjournment

Millie Leathers adjourned the meeting at 8:33pm