

# FBCA Board Meeting

## Minutes

November 23, 2023 7:00 pm via Zoom

1. Call to Order: 7:07 pm
2. Attendance: Alaine, ~~Dominique~~, Judy, ~~Keir~~, Neville, Tammy, ~~Tanya~~, Susannah
3. Absent/Regrets: Dominique, Keir, Tanya
4. Approval of the Consent Agenda. Moved Tammy to accept Consent Agenda, including revised AV Rental fees. No dissent.
5. Approval of the Agenda, with the following additions:
  1. Request for Aerobics purchase
  2. Comox Valley Community Foundation grant
  3. Governance Committee

Moved Alaine to approve the agenda with additions. Carried.

## Business

1. Glass frame repair . Moved Tammy to replace the glass on the original watercolour of the Hall, up to \$200. Carried. **Alaine to have glass replaced.**
2. Surveillance Cameras. Board sees a need to inventory and perhaps update our surveillance cameras. Tammy will connect with Ron. Committee to be formed to look at vandalism. **Tammy to be Board Liaison to committee and will ask for volunteers.** Revisit at January Board meeting.
3. Donation Allocation (from SPID and FBI). Defer to January meeting. **Susannah to ask Dominique to make suggestions.**
4. Proposed 2024 Meeting Dates. Dates accepted by Board, but still need to decide AGM date.
5. Lockbox accessibility - Governance recommendation for all Board members to have code to lockbox. Others will get keys for other volunteers. **Judy will ensure people have keys, then arrange for Keir to change lockbox code.**
6. OAP Building issue. Tammy wrote an email to Anglican Church on behalf of FBCA. **Tammy will connect with Joan Johnsen to continue to get updates.**
7. Standing Items:
  1. Items in Process List updated
    1. **Judy and Neville to draft revised rental agreement and contact Erna to complete.**
  2. Communications/Updates from Volunteers
    1. Kathleen - Grounds Monitor; Neville to be contact. **Susannah will send a volunteer form.**
    2. Joelle - to help with Grant-writing and track volunteer hours. **Susannah will send a volunteer form for her to sign.** Governance to meet with her via Zoom in January.

## **New Business**

1. Request for Aerobics purchase - \$110 used to purchase resistance bands.
2. Comox Valley Community Foundation grant - “Community Enrichment Grant” for \$2146 approved. **Tammy will check with Debby regarding purchase of commercial fridge.**
3. Governance Committee. Send Governance Committee minutes to Board with Consent Agenda

## **Meeting Evaluation**

Agenda was appropriate length

## **Next Board Meeting: January 25, 2024**

Governance meeting December 19, 2023

## **Adjournment: 8:18 pm**