

Minutes of the Farmers Institute Directors meeting held on Monday, September 21, 2020 at 6 p.m. in the Cobble Hill Hall.

Those present: Roger Painter - President, Robin Brett - Treasurer, Dave Bilkoski, Lynne Pohynayko, Roy Davies, Blair Herbert, Bill Wikkerink and Gerry Giles - Secretary.

Apologies: George Robbins, John English, Jason Walker.

Moved Robin Brett  
Second Lynne Pohynayko  
the agenda be accepted with the addition of Youth Hall water leak MOTION CARRIED

Moved Robin Brett  
Second Blair Herbert  
the minutes of August 17, 2020 be accepted as distributed MOTION CARRIED

Moved Robin Brett  
Second Roy Davies  
the notes of September 12th be accepted as distributed MOTION CARRIED

Business from the Director's Minutes:

- Constitution and Bylaw - on hold until we can meet in person
- Shaw service provisions - on hold until March of 2021
- Volunteer Recognition - no meeting held to discuss this item
- Cobble Hill Hall has been rekey with the front and kitchen doors keyed alike and the two basement doors keyed alike. The handicapped door has been fixed.
- Red Cross Funding Application - approved and to be discussed under new business
- Kitchen Rewiring - completed - all plugs in the kitchen now meet or exceed code
- Fence Advertising report was distributed and discussed. Questions were asked and answered, after which, it was

Moved Roy Davies  
Second Dave Bilkoski  
the fence advertising be approved and proceed with an annual fee of \$550 set, and further, that consideration given to providing free or reduced rental space to the top Fair sponsors. MOTION CARRIED

Correspondence:

The HUB Newsletter was distributed for information purposed only.

Treasurer's Report - Robin reviewed the financial statements for both the Farmers Institute and the Virtual Fair. She indicated given the success of the Fair, the COVID budget has been amended to provide more funds for repair and maintenance. Also, that thanks to the Virtual Fair we are in a reasonable financial position until June of 2021 given its impact on Covid19 budget.

Moved Lynne Pohynayko  
Second Roy Davies  
the treasurer's report be accepted as presented. MOTION CARRIED

Fundraising Committee Report:

the proposed 2020/21 Priority Capital and Maintenance Planning Document was reviewed in considerable detail. Clarification was sought on how the items on this document were arrived at and whether consideration had been given to the Capital and Maintenance Schedule prepared by Bill Dumont. It was reported that the 2020/21 Planning Document was based upon the Schedule prepared by Bill, and that a number of projects on his list were either completed or are, for the most part, in the Planning Document. It was further explained some items had been added to the list while items like digging out the basement were not viewed by the finance committee as being viable so are being recommended to be taken off the list. It was also clarified there are items on the list that are recommended for removal as they are not deemed to be a priority. These include: Stage Lighting, Stu Armour kitchen and the upper grounds washroom.

Moved Gerry Giles  
Second Lynne Pohynayko

the Planning Document dated August 12, 2020 be accepted by the Board as presented with the realization it is a living document and items will arise that will need to be fixed.

MOTION CARRIED

Moved Gerry Giles  
Second Robin Brett

the items on page 1 of the aforementioned document proceed provided the work fits within the donated funds.

MOTION CARRIED

Fundraising Recommendations: the recommendations from the Finance were reviewed. It was noted the Heritage Canada Grant was timed out so we will need to look elsewhere for funds to replace the floor and build storage space.

Rentals Report: Gerry discussed the SCHFIAS COVID-19 Safety Plan along with the SCHFIAS COVID-19 Facility Use Agreement. Both had been distributed with the agenda. She asked for some latitude in renting to regular renters provided they accept the conditions set out in the Safety Plan and Facility Use Agreement. After discussion, it was

Moved Roy Davies  
Second Robin Brett

the Rental Report be accepted and the Rental Coordinator be authorized to accept regular renters that comply with the plans as set out.

MOTION CARRIED

Maintenance Report - it was reported the water will not shut off to the Youth Hall; consequently, a backhoe and plumber will need to be scheduled to fix both the exterior and interior shut off valves.

New Business:

1. Our application for funding from the Red Cross has been approved, which means Farmers Institute volunteers will be needed to help cook meals. The following volunteered: Roy, Roger, Robin, Dave, Lynne and Gerry. The food prepared will be offered free of charge to the Food Bank, the Malahat Nation and others.

2. The Annual General Meeting of SCHFIAS will be held on November 23<sup>rd</sup> 2020. The Directors list with the positions up for election will be sent out to the Directors. Arrangements will be made to prepare a 2021 Budget along with posting the necessary notices about the AGM and informing the membership.

There being no further business

Moved        Blair Herbert  
the meeting adjourn at 8:03 p.m.

Submitted by

A handwritten signature in blue ink that reads "Gerry Giles". The signature is written in a cursive style and is centered within a light gray rectangular box.

Gerry Giles, Secretary