



*LASQUETI LAST RESORT SOCIETY*  
*Minutes of the Board of Directors Meeting*  
*Held at the Health Centre*  
*January 30, 2020*

**1. Call to Order**

Tim Peterson, as Vice President and interim chair, called the meeting to order at 4:00 PM.

**2. Present**

The following Board members were present: Tim Peterson, Vic Downard, Marilyn Darwin, Frank Buffam, Robert Wallace (via phone), Ron Abraham (via phone),

Recorder: Robin Jacobs

Regrets: Sandy Morrison, Tom Carter.

Members of the public: Karl Darwin, Peter Johnson, Carly Papagiannis

**3. Approval of Agenda.** Agenda was approved as distributed.

**4. Approval of Minutes.** Minutes of January 18, 2020 were reviewed. It was taken by consent to adopt the minutes as circulated.

**5. Appointment of Interim President.**

Susan Morrison has stepped down as President, via an email to the board. Vic Downard was nominated by Frank as Interim President, to serve in that role until the June 2020 AGM. Vic accepted the nomination, and was appointed by acclamation.

**6. Need for new directors.**

Marilyn has a candidate whom she will invite to the next meeting. It was clarified that according to our constitution, directors can be appointed by the board between AGMs, but that it would be considered preferable to appoint directors at a General Meeting, which will be the goal.

**7. Date for the General Meeting**

General meeting was set for 11am on Saturday February 8

Robin to spread the word via email list and Facebook.

At least 3 printed notices will be posted at the post office, ferry, Provisions.

Rob L will be offered a chance to speak at the general meeting in addition to the board meeting.

Next BOD meetings:

Feb 7 at 4pm

March 21 at 11am

### **8. Administrator report**

The administrator gave a report about recent events at the centre. The issue was raised again about the employment status of the administrator, who may not qualify for the category of independent contractor as the job is currently listed.

**MOTION (Vic):** that the administrator position be changed from independent contractor to regular employee.

**CARRIED**

### **9. Treasury report**

Administrator read the current bank balances:

Operating account: \$7,046.59

Nursing account: \$2,587.55

Business Investor Account: \$242,315.30

Unusually large expenditures in November/December (approx. \$14K) are accounted for by the payment of our annual insurance premium of \$7K+, plus 2K in generator repairs. The bill from Trend Diesel has just arrived at \$3500+.

**MOVED (Vic):** that we transfer \$10K from the business investor account to the operating account, to be used for expenses relating to the duplex construction, to be accounted for internally.

**CARRIED**

Vic explained our internal accounting system, using paper "chits" to record each cheque number and purpose of expense, attached to invoice or receipt and filed. Robert says he would like to be sure that the money in the capital account is used for its intended purpose. Vic explained that 200K in the capital account has a more flexible proviso and is not strictly bound to be used for building, although that is the hope. There is \$50K which is formally designated for large capital improvements.

### **10. Maintenance report**

Earnie resigned on Sunday January 19 from his maintenance duties, and Vic assumed the responsibility. Since then Karl, Ben, Darcy, Ray, Daniel, etc have helped support Vic to assess and run the maintenance, in addition to Carly. Some additional vents were cut in the battery box and door to help keep the batteries from overheating. Vic is ordering additional chemicals for the boiler to maintain the pH, at an expense of about \$400. We have replaced the big filter on the water treatment with one already on hand, the next replacement will cost about \$900.

Water test will be done on Monday. The solenoid has not yet been replaced but will be ASAP, so that we can be in compliance with our Island Health agreement. To upgrade our filtration system to produce 10g/minute will be expensive, and we need a guarantee that if we meet standards we will receive an operating permit. We also need to clarify to IH that we have no influence on PLWUS at all.

#### **11. Karl Darwin addresses the board**

Karl presented a report to the board regarding his recent observations and work in the boiler room.

Behind where the solenoid used to be, there is a box which reads a false positive due to the missing solenoid. It's important that the solenoid be put back in place for proper functioning of the system.

Discussion: how can we prevent similar problems from happening in the future?

Vic is hoping the technical committee will help troubleshoot future issues, so that if questions come up the maintenance worker can ask a list of individuals on island who are experts in their fields.

Suggestion (Robin): to institute a human resources function within the organization in case of problems arising with an employee's experience at work. Ron volunteers to stand in that role in a temporary capacity, although he is off-island much of the time. Role requires discretion about confidentiality among other skills; Ron's MD experience guarantees familiarity with some of these qualities. Further clarification will need to happen.

Difficulty with non-technical board members knowing how to respond to technical issues that come up. Important to have openness to other community members who have experience.

#### **12. Building Committee**

Two candidates are now preparing proposals as potential building contractors for the project. One seems to be immediately available but less known on island; the other is busy and would take more time for the project, but is well-known locally. Committee continues to discuss options for insulation. Layer of styrofoam over exterior sheathing would add about \$5K to the overall cost.

#### **13. New hire for maintenance back-up**

Carly would like to work 5 days per week, with back-up worker covering 2 days regularly. Previous candidate who was offered the position of back-up has now declined. Plan to advertise for part-time back-up.

Robin will send posting to committee, and they will respond with edits.

**MOTION (Frank):** that Karl Darwin join the hiring committee, which will consist of Marilyn, Vic, and Karl, and that they will undertake to identify an appropriate person to support Carly as maintenance back-up and will report back to the board with a recommendation.

**CARRIED**

**14. Peter Johnson addresses the board**

Recent correspondence from Peter has been received by the board (ATTACHED) and was elaborated upon by Peter at this meeting.

He encourages the board to be “way more open” to the community, post agendas, minutes, etc. He dislikes the current structure of separating the directors meetings from the general meetings, making the general meetings less relevant and discouraging attendance. He has noticed reduced requests for work bees or volunteer call-outs. Maybe at a general meeting the option could be given to offer payment for various types of jobs versus asking for volunteers.

Frank asks Peter about his comment (in letter) that the community had not been adequately consulted about the duplex.

Peter says there are questions remaining about the duplex he feels are unanswered:

Is there enough money to complete the units?

Is it a good investment, given how much rent we expect to get?

What happens if there are not appropriate candidates to rent them?

What about the age bubble of baby boomers, given that the next generation of elders on Lasqueti will be much smaller?

Do people really want to live in these cabins, versus passing by?

Lack of support from the community?

Vic says he has received a lot of positive feedback about the duplex buildings.

Robin to draft a public online survey, encompassing various questions about community opinion and preferences. To cover overall thoughts and feelings about LLRS, not specific to elder housing. Will send draft to board before distributing to community.

**15. Adjournment: the chair adjourned the open portion of the board meeting at 5:55 PM.**

Next BOD meeting: February 7, 2020 at 4:00 PM

Next General meeting: February 8, 2020 at 11:00 AM

**Adopted minutes accepted by: \_\_\_\_\_, Secretary**

## **Attachment 1: Letter to LLRS BOD from Peter Johnson**

Hello directors,

The Last Resort Society has lost much of the support of the community that it once had. Part of this is because the society was so active and requesting of resources for so long a time, and people simply burned out. Another part was around how some volunteers were not happy with the way they were treated.

A large part of the loss of support is due to the limited, to me inadequate, reporting and accountability of the society to its members and to the community. This has continued even though taxpayers are now financially supporting the operation of the Health Centre.

Part of this lack of reporting and involvement with the community is symbolized by the way the board meets, and then later has its membership meeting, and one or two directors report to the membership what the board discussed and decided. The members, by their acquiescence, accepted this and allowed it to continue, but it has done much harm to the society's support from the community.

As far as I know, there has never been a business plan, setting out what the society wants to accomplish, and the broad outline of the expected or possible revenues and expenditures (operating and capital) for even a five year period.

As far as I can determine, the society has a treasurer for only part of the year. During much of the winter, I understand, nobody "keeps the books", and Sandy catches up with the accounts when she returns to Lasqueti. Nobody is keeping watch on expenditures, and there has been less than adequate supervision of the finances by the board. Though we have been told that the books are open and available to everyone, this is not true.

Adequate financial reporting would give the budget for at least the previous year, and the actual amounts of revenue and expenditure each year, as well as the budget for the coming year, so that amounts could be compared. Each month, the board should be briefed on the financial state of the society, as well as the state of the physical infrastructure, and any other issues that might arise.

Finally, for now, I strongly advise and request that you consult extensively with the community about building the proposed duplex before you start work on it. There will be many questions and issues arise, and you should hear them and deal with as many of them as you can before you commit the society (and the community) to this project. If you don't do this, you will lose further support.

I have requested that my name be put on the agenda for tomorrow's board meeting, so that I can speak to some of these issues.

Thank you very much for reading and considering this. I look forward to any questions or corrections you can offer.

Peter

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