



*LASQUETI LAST RESORT SOCIETY
Minutes of the Board of Directors Meeting
Held at the Health Centre
December 7, 2021*

1. Call to Order

Chairperson called the meeting to order at 1:00 PM.

2. Present

The following Board members were present: Marilyn Darwin (chair), Sandy Morrison (remote), Gwen Bigsby, Mary Hurlburt, Pia Lironi, Don Dempster, Darcy Pascall.

Guests: Wendy Bartholomew, Ray Lipovsky

Recorder: Robin Jacobs

Regrets: Ron Abrahams, Tom Carter, Tim Peterson, Mikyla Lironi, Carly Reisig

3. Approval of minutes from last meeting: November 9, 2021

Administrator verbally reviewed minutes as circulated.

MOVED (Don)/SECONDED (Mary): that the BOD minutes of November 9, 2021 be accepted as circulated.

CARRIED

4. Treasurer's Report

Administrator gave a verbal report of the society's bank balances and overview of the duplex accounting balance.

MOVED (Mary)/SECONDED (Gwen): that the Treasurer's report be accepted as read.

CARRIED

5. Administrative report:

- Robin to follow up with TD bank to resolve response issue with current bank manager Ryan Burvill, who is now working out of the Nanaimo branch, and has not returned messages in a few months. If not easily resolved will request new manager in Parksville branch.
- Incident: Kathie G. fell after cleaning shift, when exiting the side door in the dark. Suggestion: to install motion sensor light, met with broad consensus. Discussion regarding installing motion-sensitive lights in multiple entrances. Also, consider moving boulder from path behind Fire Hall.

6. Physical plant report (Ray)

- Once we have all buildings occupied, the fresh water system likely will not be adequate and needs to be changed. Suggestion: retain same filter, add a delivery pump and an additional tank (at least 75-100 gallons).
- Generator has been running unnecessarily (7 hours per day), programming needs to be changed. Robin will ask Daniel J. to assess charging system and make any necessary changes to programming.
- James has been hired to chainsaw firewood. Previous year's smoke problems may have been partly due to damp, improperly stored firewood.
- Wendy B. may have access to moisture meters through a local committee.
- During cold snaps, maintenance should be directed to load boiler 3X per day instead of 2, to make sure heating reservoir stays in the recommended temperature range.
- Discussion about the wisdom of integrating the boiler system with the propane backup system.
- Darcy will begin assessing the physical plant and making some recommendations, and will meet with Bob & James. Robin will pass on contact information.
- Marilyn completed employee reviews completed for Bob & Robin.

7. Building committee (Wendy)

Still waiting for heating stuff from Ontario. Flooring has arrived. Call for volunteers may be needed soon to install flooring.

Challenges regarding kitchen cabinets: Shirley was unable to go to Ikea, and chosen cabinets are likely to be discontinued. Currently looking at kitchen possibilities through Demxx. Costs are rising, efforts are being made to use volunteers whenever possible.

Ask Ray about electrical meters and propane heaters

For occupancy agreement: Do not touch maintenance interfaces. Any occupants who alter any settings on electrical or heating maintenance interfaces will be liable for any damages caused.

8. Occupancy committee:

Applicants have been interviewed and informed about relevant policies, etc.

Pet policy was discussed extensively. Mary will continue to interact with applicants to discuss policy

9. Vaccine clinic:

Public health

Ask Tim about RCMP presence request. Should we notify the RCMP in advance that we may need an officer?

Letter to the community asking protesters from both sides to stay home. Any refusers would be asked to leave. Those who insist on being close to the door will be photographed and notified we will be sending photos to the RCMP.

Ask RCMP whether protesters have the right to be on the property? Blocking access to health facility clearly illegal.

Robin will ask Angus.

10. Propane rental vs. buying (Don)

\$90/year to rent size of tank we want. \$1400 to purchase same tank. Recertification every 10 years. For owned tanks, recertification costs \$350-400. Based on these numbers, renting is the recommendation. Currently there are no appropriately sized tanks available in BC but likely that they will become available soon.

11. Propane dryer (Pia):

a propane dryer has been donated. Proposal to add a propane cooking stove as well, in the laundry room, for events. Pia and Gwen will look at the space and the dryer. Suggestion to have pay-per-use understanding with dryer.

12. Meeting times for board (Wendy):

Suggestion to accommodate younger board members who need to work during the day, by considering alternative times. Board members will be polled to determine most appropriate times for future meetings.

13. Next Meeting

Next Directors' Meeting: January 11, 2022

14. Adjournment

Chairperson adjourned the meeting at 3:20 PM

Minutes submitted by: Robin Jacobs

Adopted minutes accepted by: _____, Secretary