

Minutes of the Fairbridge Chapel Heritage Society Annual General Meeting held on May 6, 2017 at the School House, 4795 Fairbridge Drive, Cowichan Station, B. C. at 10:30 a.m.

Present; Erik Henriksen, President, Ron Smith, Sec. Treasurer, Robert Henriksen, Jean Guy Quenneville, Pat Skidmore, Karin Laurie

Also the Secretary mentioned that one other Director had informed him that they would not be able to make the AGM.

Call to Order: The meeting was called to order at 10:30 am

Minutes: The minutes of the June 5, 2016 Annual General Meeting were distributed to members in advance of the meeting for their review. It was pointed out there were two small errors that needed to be corrected.

Moved: Jean Guy Quenneville
Seconded: Robert Henriksen

That the minutes of the 2016 Annual General Meeting be accepted with corrections noted.

CARRIED

Business Arising: There was no business arising.

Financial Report & Statement:

The financial report along with a financial statement was distributed to the membership for their review. It was mentioned that at the end of April there was approximately another \$640 more in the account.

Moved: Robert Henriksen
Seconded; Jean Guy Quenneville

That the financial statement and report be accepted as presented.

CARRIED

Annual Report

The 2016 Annual Report was distributed to the members and the secretary mentioned that this is to be filed with the provincial government annually within 30 days of the Annual General Meeting.

He also mentioned that this report also contained some background information on how the heritage site originated and also contained information on the projects undertaken in 2016 and planned for 2017 as well as the use of the heritage site over the past year as well as bookings in 2017 and 2018.

Director R. Henriksen asked if there were any additional provincial or federal grants the society could access to assist with some of the upcoming improvements mentioned. The secretary said he would look into grants and report back to the Board.

Maintenance and Restoration of the Historic Site

The Board outlined some of the main tasks to be undertaken as listed in the minutes of the April 8th meeting. The secretary said this included putting new gutters on both buildings, removal of the moss from the roof areas, installing new sidewalks and steps into the buildings, and changing the locks on both buildings. He also mentioned that there would be a need to replace some of the fascia boards and tackle other carpentry work on the outside of the buildings. Director Ron Price mentioned we should also refurbish the remaining doors, including the wood chute. There was also landscaping and tree removal projects that needed the Board's attention.

President Erik Henriksen recommended that we get at least one additional quote for the work required to replace the gutters. The secretary said he would follow up on this matter.

The annual clean-up of the grounds and interior of the buildings is expected to begin in a week while other painting will take place throughout the spring and early summer.

Recognition of Large Donors

There was a general discussion on how to appropriately recognize individuals who have provided the Society with significant funds to maintain the heritage site. It was mentioned that there is a scroll in the entrance foyer of the chapel and their names will be added. In addition it was suggested that this list with the names of the latest donors be incorporated on our web site.

Society Bylaws

The new bylaws were distributed prior to the meeting and the secretary said he would like to have all the material required to meet the new *Societies Act* completed in the next few weeks and filed with the provincial government.

Moved: Robert Henriksen

Seconded: Karin Laurie

That the Fairbridge Chapel Heritage Society bylaws are approved, and further all other documents required to adhere to the new *Societies Act* be submitted as soon as possible.

CARRIED

Banking

It was suggested by the treasurer that a portion of the funds in the chequing account be put into a separate account to gain some interest. Director Quenneville suggested that we look at the Tangerine Bank which is now owned by the Bank of Nova Scotia (NS) as they seem to be providing a very good interest rate on invested funds. Furthermore, as we deal with this bank (NS) that we may be able to do this quite easily. The treasurer said he would get the information necessary, and follow up with an e-mail to all Board members as soon as possible.

Election of Directors

It was agreed that all except one of the present board members would serve for the 2017-2018 fiscal year including up to and including until the next Board meeting. John Hardy who was a representative with the Fairbridge Canada Association and now living in Vancouver would step down and replaced with Patricia Skidmore, also a member of the Association, and living on Salt Spring Island.

Moved; Karin Laurie
Seconded: Jean Guy Quenneville

That the 2017-2018 Board of Directors will be as presented.

Erik Henriksen, President
Ron Smith, Secretary Treasurer
Karin Laurie
Jean Guy Quenneville
Robert Henriksen
Pat Skidmore
Ron Price

CARRIED

Adjournment

The Annual General Meeting was adjourned at 11:05 am.