

BLRC Meeting Minutes

Feb 22, 2017 @ 7:00 PM

Bouchie Lake Hall

Present: Ron Terlesky, Tracy Parker, Wendy Donald, Steven Loos, Elmer Kopetsky, Krystle Boychuk, Angela Mezzatesta (scribe), Mark Parsey, Jerry Bruce – 7:35pm

Regrets:

Chair: Ron Terlesky - meeting called to order at 7:00 PM

Scribe: Angela Mezzatesta

GUEST PRESENTATION: None

MM/2nd - Tracy/Wendy to accept the agenda AIFC

MM/2nd – Steven/Tracy to accept the previous minutes of Jan 17/17. AIFC

Correspondence:

One email received from Heloise Dixon-Warren re: Funding to support Activity programs, she is seeking to meet to discuss this opportunity. ACTION: Facility Manager to determine what the criteria is to apply for funding, create a summary/recommendations and then report back.

Two letters were received, 1 via email & 1 hand delivered. Both letters accepted/shared.

Chair response to Open letter to CRD – Role and function of Commission is to manage and operate the Hall/grounds, they are not a political body. Residence in attendance were invited to speak with Area B Director – Jerry Bruce, once he arrives. Of note - letter was received unsigned, it was sent to the CRD for follow up. It contained many incorrect facts and has left a negative profile on the work being done by Volunteers and the Bouchie Lake Community.

Regular Business

Reports:

1. Financial Report – review by Wendy. MM/2nd - Wendy/Krystle to accept the Treasurer's Report. AIFC
2. Facility Manager Report - read by Angela. MM/2nd - Tracy/Elmer to accept Facility Report. AIFC
3. Area B Director's Report – Open letter to CRD, residence in attendance invited to join Director Bruce in a separate area independent of Commission meeting to hear and discuss concerns and make a plan to go forward.
4. P & P Committee update – Steven Loos, summary of progress – 1 member away at last meeting, drafted policies going through 2nd update. Rental Disruption Policy completed is ready for acceptance. Rental/cleaning and fee structure policies close to being finalized. Next meeting Mar. 15/17. ACTION: Forward Rental Disruption Policy to Director Bruce for review, acceptance.
5. Our Garden Grows Update – Next fundraiser will be series of Cooking classes lead by Jennifer Linegar-Johnson. Structured to be determined, funds from event will go to the Garden project.

Old Business

1. Fire Suppression upgrade – MM/2nd – Tracy/Steven to have Cariboo Fire Protection complete the work to install new equipment – canister, gauges, to replace what is in the kitchen so safety standard are met as required. AIFC

2. Kitchen upgrades – Windows, counter tops, estimates - Mark reported estimate for windows \$546.15. MM/2nd - Wendy/Elmer to purchase windows up to value of \$600.00 plus Mark to invoice for labor costs. AIFC

Mark reported counter top estimate was \$760.00, plus installation. MM/2nd – Tracy/Wendy to purchase materials / supplies to replace counter tops up to a value of \$760.00 plus Mark to invoice for labor costs. AIFC ACTION: Mark to review kitchen schedule of use and set up a time for the work to be completed.

3. BL/ML Community Park – discussion – power/lights for Christmas tree. Adding permanent power to the site would be prohibitively expensive both for the initial meter and pole installation by BC Hydro and the ongoing monthly charges simply for the purpose of lighting a Christmas tree for a few weeks a year. Use of temporary generator or even solar power idea to explore. Theft / vandalism of equipment concern as is an unsecure site. Recommendation: determine if the safety concerns, providing a lit crosswalk over the highway is something the school and/or residents can address directly with the province or as part of Community Plan for action. ACTION: Bring back for further discussion.
4. Roof Access – Ladder, installation – tabled, need quote. ACTION: Mark to contact Kyle Russell (City of Q) to see if he has Suppliers he can recommend we use and/or see if can purchase on our behalf at rate available to them.
5. Fundraising options – Coin box at ice rink, Flea Market. Donation box (secured on pump house) has been installed at ice rink – funds to be checked/tracked for deposit regularly by Mark. Flea Market to go ahead, sponsored by BLRC. Tracy Parker will be lead and recruit needed volunteers, 1st Market will be organized for April 2017.
6. Unforeseen Disruption Policy proposal – recommendation by Policy & Procedure Committee this policy be adopted. Reviewed. MM/2nd – Tracy/Elmer to adopt the policy as written. AIFC
7. Donated computers – decision, as no use in past year the computers will be offered for sale at the Yard Sale, scheduled Feb 25/26. Suggested minimum price \$50.00 MM/2nd – Wendy/Tracy

New Business

1. Authorization Letter re: Empowering Family Health – accepted, ACTION: Ron to draft a response letter for review, once finalized it will be submitted to Empowering Family Health.
2. Basement/shed clean out Sale/Bottle drive/table rental fundraiser – update, more volunteers needed – let Angela know if available
3. Claymine Trails – re: John Botco email, gravel road way, shared access – email from John re: cost for materials to stabilize road way. Discussion – MM/2nd Wendy/Tracy to contribute \$500.00 to the cost of maintaining Claymine Road. John to arrange for the work to be completed and provide BLRC with invoices for supplies/services. AIFC ACTION: Facility Manager to contact Darron Campbell re: agreement for road use and Emcon to see what responsibility they have in maintaining the road.
4. Pickle ball/Yoga – discussion, activities have been run as programs of the Community Association as well as Rec Commission. If the Community Association no longer wishes to offer them would the Rec Commission host? Openness to be a host stated however only if requested and fit within activities that can be covered by available insurance.
5. BLRC Secretary position – Tracy Parker volunteered to take on the role, she will begin position March 2017.
6. User – uncooperative conduct reported. Concern noted, discussion – expectation is ALL users follow the set Policies and cooperate with Facility Manager, or designate, when renting/using the Hall for their functions. ACTION: Chair to draft a letter to address the concerns, once finalized it will be sent to the involved person(s) requesting they follow the rental procedures as outlined and implemented by Facility Manager.

Next meeting date: March 22, 2017

Adjournment. Motioned : MM/2nd - Krystle/Elmer to adjourn the meeting at 9:05. AIFC

Dates to remember: Flea Market – April 2017