

Director's Meeting

7:00pm - 9:24pm

Present: Graham Allison – President, Roxanne Ziefflie – Vice President, Dyan Kauppi – Secretary, Cindy Keates – Director, Kevin Oliffe – Director, Don White – Director

Absent: Doris Mars – Treasurer, Ingrid Meyer – Director

President Graham Allison called to order at 7:00pm

2 items were added to the agenda under maintenance: furnace servicing (e) and siding (f).

Minutes: June 12, 2025 – Reviewed, motioned by Cindy to accept, Dyan seconded. Carried.

Financials: Board received June, July, and August financials from Doris. Reviewed and tabled until October meeting to discuss.

Correspondence: None

Events and Grants:

- a) **ORC update** – Roxanne presented an update on the outdoor building project. The committee has received a quote from Northwind Electrical for the installation of x2 400A services inside a seacan, installation of x2 80A EV charging stations, the underground conduit and cables to power both the hall and future outbuildings. The estimated cost of the entire electrical upgrade is \$107,354.09. Jordan is planning to contact BC Hydro regarding their portion of the work for this. As well, Vision Steel provided a partial quote for the building construction revolving around ground preparation. The owner has not yet had time to meet in person with Roxanne and Jordan. They are continuing to procure further quotes for this project.
- b) **ORC Grants** – Cindy and Roxanne mentioned that BC Gaming is not approving grants for new applicants. Cindy is looking into whether we count as a new applicant as our grant application was already in progress when this was announced. Cindy is waiting to hear from her contact at NDI about a previous application. There has been approval from Enbridge for a \$5000.00 grant. Cindy will be approaching the CRD for a grant to cover the above electrical upgrade – this must be submitted by the end of September. There will also be fundraising happening at upcoming events.
- c) **Hall Market/Food Truck Festival** – The board voted via email to have another Food Truck Festival to coincide with the Hall Market on September 3rd. Carried on July 5th. The Market and Festival were successful; Ingrid provided a report for this meeting that was reviewed. A total of \$920.00 was raised. It was decided to request that Doris speak with Ingrid about the best practice for breaking down revenue on future reports. This was the last Food Truck Festival of the year.

Old Business:

- a) **Bylaws/Constitution** – Since Sandy is unable to complete this project, Roxanne agreed to take it on. The Board had a chance to read through her revisions and comment. She will be making final revisions this week and the board will vote via email to approve for presentation to the members at the AGM.
- b) **Door keys** – Roxanne had 3 main door keys made for Emmy-Lou, Doris, and herself. She also had 1 extra key made for the storage room. Still waiting for the bill.
- c) **Bingo Update** – This was the first bingo since the break. 27 people attended, \$396.50 was raised. The bingo machine wasn't working so they had to go "old school" and do everything manually. Graham reached out to Arrow Gaming and was able to obtain keys to access the batteries. Kevin suggested adding this to the 5-year maintenance schedule to avoid the problem happening in the future – all agreed.

- d) **Sea Can Storage** – Graham provided a quote to the board from McQueen Forestry at \$1,050.00 for prep work in the area planned for the sea can storage unit. On July 4th, the vote carried. The first stage has been completed, next will be road mulch and rock and then a cement pad was recommended to Graham. Kevin suggested that the sea can should be insulated and have heat and lights added. An outside door cover was discussed as well as insulation to be added to the footings of the hall to protect from frost. Graham to create a budget and email the board for a vote.
- e) **Emmy-Lou Job Responsibilities** – Graham spoke to Carol and created a list of what was historically done at the hall after various events. A discussion was had around what could be expected of one person, appropriate hours and wages, regular cleaning vs yearly taks, and safety concerns. It was decided that Graham would break the list down for Emmy-Lou and she would be asked to keep track of her tasks/time. Doris and Roxanne will discuss further with her to ensure fair compensation. A plan will be finalized at the October meeting.
- f) **Weed Wacker** – A new machine has been purchased.
- g) **Quilter's Cabinet Storage** – Kevin will contact the group to determine the size needed in order to determine best placement. The group will be required to pay for the cabinet.
- h) **Picnic Tables** – A quote at \$607.76 for 2 tables assembled, stained, and delivered was brought to the board. Carried July 7th. Roxanne mentioned that Jordan's father could possibly make specialty tables for the future.
- i) **ORC Event, October 18th** – Estimated income from the event is \$5,500.00. 62 of 120 tickets have been sold, with ticket sales ending on October 10th. The ORC has already gained \$2,500 in donations for raffles, etc. from local businesses and clubs; donors are listed on the website.

Maintenance:

- a) **Cement Blocks** – these have been removed.
- b) **Gazebo area stairs** – Graham presented an estimate of \$3,000.00 to have the stairs redone. It was decided to wait until the electrical project has commenced as the underground cable will most likely be in that area.
- c) **Additional Garbage cans** – Graham mentioned there is a need for more cans during events, Roxanne suggested using the bingo recycle bins and it was agreed that Graham could purchase 2 more large cans.
- d) **Fire Extinguisher Inspection** – Kevin will check with Doris regarding which company last performed an inspection. To be scheduled.
- e) **Furnace Service** – Kevin mentioned this hasn't been done for 2 years. He will check with Doris regarding which company was last used for this work. To be scheduled.
- f) **Siding** – Extra was paid to have the storage shed sided the same as the Hall. This has yet to be done; Kevin to speak to the contractor.

New Business:

- a) **AGM** – It was decided that November 23rd would be the date of the AGM. Dyan to check with Doris about notifying members and the timing of sending out all pertinent information.
- b) **New Mic** – Andre's has offered to visit the Hall to see our system and advise on different options. Kevin moved to allow Roxanne to spend up to \$500 on 2 new mic's (1 handheld and 1 headset). All approved – carried.
- c) **108 Lions Hall Rental** – A short discussion was had regarding the amount the Lions donate to the RCA for use of the Hall. Don noted that the end of December is the end of the 2nd year in their 5 year deal. It was decided to wait to discuss financial questions with Doris at our October meeting.

Meeting adjourned at 9:24pm. Next meeting, October 9th.