

Sandy Hook Community Association

Board Meeting Minutes

January 14, 2013

Approved February 4, 2012

Monday, January 14, starting at 7:00 PM, Valerie Nash's Home – 5818 Skookumchuk Road

Board Members Present: Gene Scanlan, Melanie Vallieres, Gray Waddell, Susan Soux, Valerie Nash, Kirk Exner

Board Members Absent: Bijan Sametz-Asgari

Chair: Gray Waddell Minutes: Gene Scanlan

1. Call to Order: 7:04 PM. Gray welcomed returning Board member Kirk Exner
2. Agenda was approved, moved by Susan, seconded by Kirk.
3. The Minutes of the December 3, 2012 meeting were approved, moved by Melanie, seconded by Susan.
4. Officers' Reports
 - A. President's Report (Gray): 1) Gray reported he was not able to attend the December 10 Committee of the Whole meeting. 2) He did attend the December 5 Council meeting but had nothing to report.
 - B. Secretary's Report (Gene): 1) Gene passed out membership forms so that Board members could renew their membership for 2013. 2) He said that the Meet and Greet is when SHCA is able to get many people to sign up for membership and he will have membership forms and change set up at the Meet and Greet so we can get people signed up.
 - C. Treasurer's Report (Melanie): 1) Melanie provided the Board with the 2012 year-end financial report. Cash in the bank stands at \$1,569.11, with an additional \$19.12 in the Pay Pal Fund and \$2,140.79 in the GIC's for a total of \$3,729.02. This compares with a total of \$3,528.17 at the end of FY 2011.
5. Meet and Greet January 17, 2013 from 6:00 PM to 9:00 PM at Valerie's home (Board):
 - 1) Melanie said that the posters for the Meet and Greet have been put up on the bulletin boards.
 - 2) Gene will bring membership forms and cash for making change and will staff the table.
 - 3) Melanie will provide the emergency first aid course sign-up list, although she will not be able to attend. The person providing the 3 hour course will probably attend the

Meet and Greet. Sometime in March an email will be sent out about the program. 4) Susan will talk briefly about the SHCA Disaster Preparedness Program at the Meet and Greet and will explain the door-to-door survey. The survey form will be available at the Meet and Greet. Susan reported that lower Sandy Hook is doing its own planning. 5) Melanie will provide drink tickets, napkins, and utensils and has purchased the wine. 6) Gene suggested each Board member bring a door prize and completed membership forms will be drawn for prizes. Melanie will purchase a first aid kit as a door prize. 7) Each Board member indicated the food item he or she will bring.

6. District of Sechelt 2013 Budget Input: 1) Gene said that an email had been received from the District requesting that organizations including SHCA provide recommendations on needed 2013 budget items by January 31. 2) Kirk said he would email Gene a copy of the recommendations SHCA provided to the District for the 2012 budget. 3) The Board discussed several possible items and decided to include the following recommended needs for Sandy Hook:

- Drainage along lower Sandy Hook Road
- General road maintenance, especially shouldering repairs and marking
- Signage and improved parking in the boat launch area, especially to anticipate heavier use due to the closing of the Tuwanek boat launch
- Other needs listed in the 2012 letter

7. SHCA annual events calendar (Board): 1) The Board discussed the major annual events held by SHCA. These include the Meet and Greet (January), the AGM (June), the Yard Sale (TBA), and the Picnic (August). 2) When working on scheduling, we need to be aware of and not conflict with other major area events.

8. SHCA brochure (Valerie): 1) Valerie will work on this with Gene. Gene gave Valerie an SHCA brochure from 2008, which might be used as a model.

9. Newsletter (Gene): 1) The newsletter will probably be prepared at the end of February. 2) Possible articles discussed by the Board included:

- The emergency first aid course
- An SHCA calendar for the remainder of the year
- The Meet and Greet
- An update on emergency preparation
- Possibly a history of Sandy Hook
- Possibly an interview with a long-time Sandy Hook resident

10. Lynne Forrest information (Gene): 1) Gene reviewed the Board's decision to send Lynne's District meeting summaries to all Board members

11. Next meeting: Monday, February 4, 2013 at Gene Scanlan's home, 5878 Skookumchuk Road. Susan said she will be away from January 26 to March 15.

12. The meeting adjourned at 8:00 PM.