

## **DRAFT Minutes of DIRA Board of Directors' Meeting April 3, 2012 at 7:30 pm**

**Present:** Chair Frank Frketich, Doug Wright, Denise MacKean, Bert Taylor, Anne Page (recording)

**Regrets:** none

**Guest:** Bob French

### **1. Call to Order**

Frank Frketich called the meeting to order at 7:35 pm.

### **2. Minutes for Board Meeting of March 6, 2012**

**MOTION:** That the Minutes for the Board Meeting of March 6, 2012 be approved as presented. M/S/C

#### **Agenda for Board Meeting of April 3, 2012**

The following items were added to the Agenda for the Board Meeting of April 3, 2012:

- Item 3d) Directors' Insurance,
- Item 5a) John Mather's contribution to memorial bench for Andrew Scruton, and
- Item 5b) Village Committee.

### **3. Business Arising from the Minutes**

- a) Recreation Grant Review – Bert Taylor provided the following information: “Motions Re Recreation Grant Recommendations Process: April 2012 General Meeting”, Motions 1 & 2, proposed Terms of Reference for the Denman Island Grants Committee and proposed Denman Island Recreation Grant Application Package. The process in the primary motion differs from that posted on March 15<sup>th</sup> only in the addition of a statement to item c) allowing nominations from the floor. If approved by the Board, the two motions will be posted as soon as possible on the DIRA website and then Bert will present them at the AGM. If the two motions are approved by the DIRA membership, the proposed Terms of Reference and Application Package will then be posted on the DIRA website and then presented for approval at a public meeting forming part of the May DIRA General Meeting. Bert led a discussion on this information and changes made in light of comments received from the public. Frank Frketich summarized the proposal and identified the three key changes to the current system: any Denman Island resident can vote on the Committee's recommendations, the Board will not change the Committee's recommendations and the proposal makes the process clear, transparent and well-defined. Under the proposed system, when the Committee's recommendations go to the CVRD they will have been approved by the general public of Denman Island rather than DIRA members. Bert advised that this proposal removes the possibility of a perception of conflict of interest and DIRA will be able to argue strongly to support DIRA committees. The proposal also provides a clear process for applicants. Doug Wright asked about the issue of “double dipping” of grants from the CVRD. Bert advised that Bruce Joliffe indicated that the key words are “for the same purpose”. The different CVRD grants have been established by bylaw for different specific purposes. A group can apply for more than one kind of grant but not for the same purpose. The exception is the Grant-in-Aid, which is a “catch-all” grant for relatively short-term funding needs not covered by the other grants. It cannot be used for purposes covered by the other grants. Doug made the point that the CVRD would like to see funding for successive years in place, ie. Five years for continued funding. Bert advised that Bruce Joliffe also mentioned that the CVRD preferred to make continuing funding arrangements for on-going, year-after-year funding needs.

**MOTION:** Be it resolved that the Board will present the two motions regarding the proposal for the future Recreation Grant recommendations process to the DIRA membership at the April AGM.

M/S/C

**ACTION:** Bert will email the proposed Terms of Reference and Application Package and Form to the DIRA Board and Bob French with input requested by this Friday.

- b) DIRA Future Directions discussion – Denise MacKean provided the following information: “Some thoughts for the Future Directions for DIRA discussion, DIRA’s function, DIRA Structure and Practical Ways to Further DIRA’s Goals”.

**ACTION:** Frank suggested, and the Board agreed that the new Board come together and formulate a strategic plan for the next year or two at a potluck dinner and offered his home for a venue.

- c) Nominating Committee Report - Denise MacKean advised the Board that she and Anne Page had contacted many residents inviting them to consider serving on the DIRA Board with the result that three people are considering it.

- d) Directors’ Insurance – Frank Frketich advised that he had been in contact with Axis Insurance and he recommended that we purchase the DIRA Directors’ Insurance through Axis Insurance for \$600 for \$1 million coverage.

**MOTION:** That the Board purchase Directors’ Insurance through Axis Insurance for \$600 for \$1 million coverage for one year. M/S/C

#### 4. Issue with Canada Revenue Agency (CRA) – Bob French

Bob French advised the Board that:

- The Waste Management Committee (WMC) had applied for an HST rebate and that the approved \$1376 was being held by the CRA for non-compliance issues,
- DIRA received a business number with the CRA when the WMC started with payroll and DIRA has been a corporation since 1975,
- DIRA and the WMC share PO Box 17 and for some reason the WMC did not received correspondence from CRA regarding any non-compliance issues,
- Leslie Dunsmore has been in discussions with CRA on behalf of the WMC,
- Depending on the CRA’s ruling the Old School Committee, Dock Committee, Bill Mee Committee and the WMC are all part of DIRA and there could be implications for DIRA regarding revenues, assets and the possibility that DIRA will be required to submit T2 Forms retroactively to some date and in the future, and
- The WMC is currently waiting for clarification from the CRA as to what our status is regarding compliance.

#### 5. New Business:

- a) John Mather’s contribution to Andrew Scruton Memorial Bench – Doug Wright advised that John Mather had done a lot of work on the Andrew Scruton Memorial Bench and that it would be nice if DIRA acknowledged that work.

**ACTION:** Doug Wright will have a card available at the AGM for residents to sign and express their appreciation for the work that John Mather did on the Andrew Scruton Memorial Bench. Frank will speak with Carol Ralston of the Denman Island Garden Society and arrange to have the memorial tree planted at the Health Centre this week.

- b) Village Committee – Frank Frketich advised the Board that the Seniors’ Society received a grant from Denman Works! to plan how the Village area might be revitalized. Frank asked the Board if they thought there was a role for DIRA to play in working with the Seniors with specific reference to pathways and connectivity within the Village area while the Trails Committee starts on the ferry to ferry trail. Doug advised the Board that DIRA has semi-ownership of the trail from the Kaffee Klatsch Bistro to the Store and almost to the corner at Lacon Road.

**ACTION:** There was agreement in principle to investigate the idea of a Village Committee.

- c) Recreation Grant Proposal

**ACTION:** Bert will email the proposal to Bruce Joliffe

**MOTION:** The Board will arrange for a one-page insert to be put into the Grapevine and we will invoice the CVRD for associated costs. M/S/C

#### **6. Process of Annual General Meeting – Frank Frketich**

Frank suggested that the Annual General Meeting and April General Meeting of DIRA be one meeting following the precedent set last year. It was agreed that the order of presentations will be:

- Chair’s Year End Report (Frank),
- Financial Report by the Acting Treasurer (Doug),
- Report of the Nominating Committee (Denise), and
- Year-end Reports of the Tax based and non-Taxed based Committees, Fire Department, Denman Works! and all other committees.

#### **7. Next Board Meeting – Monday, May 7, 2012**

#### **8. April Annual General Meeting – Set-up, Signs, Grapevine Report**

**The DIRA Board Meeting of April 3, 2012 was adjourned at 10:06 pm.**