



Board Minutes

November 13, 2023. 7:30 – 9:00 pm

Mt. Baker Room Westin Hotel

Present: Ev Pollock, Rick Kroeker, Mark Dashkewytch, Garnett Rancier, Manuela Marinello, Ryan Brown

Regrets: Tony Collison, Ken McLaughlin, Bob Flitton

1. Welcome & Call to Order: Ev – 7:32
2. Additions to the Agenda - curbside garbage
Approved: Ryan 1st, Rick 2nd
3. October 9, 2023, minutes – approval (attached)
Approved: Ryan 1st, Rick 2nd
4. Business arising:
 - Ev contacted other organizations to inquire how or what accounting systems they used for. Gordon Head uses Excel and Cadboro Bay uses Communal Cloud based system. Ev also reached out to 3 other Community Associations but to date has not heard back.
5. Financial Report - Mark
 - Web based financial reporting – update.
Aplos Accounting Software – another option for financial reporting and online management - \$140/month
Donorperfect system – Mark will be meeting with them next week, cost to be determined
All options are web based and Mark will rank the various options so the Board can decide in the New Year
 - BMCA funds at Aug. 31st \$8,427 + additional \$400 outstanding from Golf event and Oct. 31st balance \$8,054
 - Liability Insurance – estimate \$1,300 – Rick to make an application for a grant from the City of Langford to cover the cost.

6. Covenant/Bylaw update Rick
- Parking at Construction sites – email sent to City Engineering asking for a response to Petition submitted on behalf of Troon Court residents. No response currently.
 - Camper Van Parking – decreasing - some garbage left behind.
7. Communications Report Manuela & Ev
- Use of Website/Facebook/MailChimp
Potential to use MailChimp beyond emails – may have other features available at a cost.
 - Biographies for members of the Board (draft attached)
 - Business cards – Rick has placed an order of 200 cards to be received before event with Ravi Parmar
8. Secretary's Report Ken
- Shared Drive to store Board Documents update
 - Everyone set up with a User ID and should be available access for all. The drive is cloud based so can be accessed through any browser. Ken has also set up a folder structure to store documents and the structure easily allows for alteration, renaming etc.
9. Event Planning/Fund Raising
- Event Planner Role – 1 page plan Mark
Draft plan circulated to the group – for further discussion in January.
 - Ravi Parmar MLA- meet and greet update Ryan
Being held on November 24th from 4:00 - 5:00p.m. as Ravi must leave for another event. Ryan will be on site by 3:30. A reminder notice for the event will go out this week.
 - Christmas Celebrations – update Ryan
Wildwood is donating 5 trees with stands to be set up around the fountain.
Dates for caroling are Dec. 3, 8, 17 and 23rd.
Jodie from Jack's to provide hot chocolate on event nights.
Ryan will continue to look for donors to supply lights, extension cords and timers.

Growlies will be open to coincide with the caroling events to make their washrooms available for attendees. They have also stated they will donate \$100 to support the Caroling events.

Garnet will approach Real Estate Agent Lewis Ratcliff to see if he will sponsor one of the caroling events.

- Potential Porche Car Event for 2024 Rick
Rick will meet with the Porsche Club President to see about putting an event together.

10. New Business

- a. Rick advised that Corporal Don Gavin will be our BMCA RCMP Liaison.
- b. Block Watch has been set up for Bear Mountain and Rick is one of the captains.
- c. Meeting day of the week – 2nd Monday or Tuesday of the month? Opted to continue with 2nd Monday of the month from 7:00 – 8:30 pm.
- d. Discussion when to contact potential new sponsors for BMCA activities. Some businesses have advised they like to include their planned donations when preparing their budget at the beginning of the fiscal year. Ryan will be very busy Jan. and Feb. but available to help in March. Further discussion at January meeting.
- e. Rick will be getting in touch with Darren Anderson at Fairways Hotel with respect to having a discussion with him of how “they” can be more involved with what the BMCA is trying to accomplish.
- f. Director recruitment – early discussion re planning for Director succession – deferred to January.
- g. Member Benefits - deferred.
- h. New Residents Welcome - deferred.

11. Next meeting December 11th.

Meeting adjourned at 9:00 pm