

ASSOCIATION MEETING MINUTES FOR A GENERAL MEETING OF
The Stave Gardens Community Association

Date: Wednesday, March 1, 2023

Location: Stave Falls Elementary School, 30204 Brackley Avenue, Mission BC V4S 1C2.

1. CALL TO ORDER: 6:32pm

Meeting Chair: Birgit Keys
Secretary: Colleen Beland
Treasurer: Tony Reid
Directors in Attendance: Keys, Cowan, Reid, Beland, Keys, Wissman, Nielsen
Directors Absent: NONE
Voting Members in attendance: 28 NV members in attendance: 7

2. ADOPTION OF PREVIOUS GENERAL MEETINGS MINUTES for General Meeting: 2023-02-01

Amendment suggestions regarding minutes reporting as well as treasurer reporting were made, and draft minutes were updated to include them.

Chair called for any further amendments, and none were offered. Chair declared the minutes approved as amended

3. REQUEST TO ADD AN AGENDA ITEM

Chair Action	To form a committee for the review of certain members conduct that is harmful to the association and its members
Voting Member Taylor	Rules of Order and Meeting Minutes
Voting Member Taylor	Use of legal council
Voting Member Taylor	Use of nondisclosure/confidentiality agreements
Voting Member Davidson	Disclosure of bank statements at each general meeting

4. EXECUTIVE REPORTS:

President's report:

Welcome, announcement of housekeeping items, correction for todays agenda stating next meeting date of April 5/2023

Treasurers Report/ Current Bank Balance and Expenses

Beginning Balance: \$247,590.22
Deposits: credit interest \$46.76
Monthly service fee: \$7.00
Bank Balance as of January 31/ 2023: \$247,629.98

No upcoming cheques

\$38,404.32 was moved into a 1-year redeemable term deposit @3.25% interest, leaving a \$10,000.00 balance in the associations chequing account per 2023/02/01 resolution.

A bank statement for the "Stave Gardens Community Association" was given over to the treasurer from the owner of the old Hall property. This account although in the name of our association is not in fact owned by this current association. There is more than \$200 remaining in the account. After some research, the

stavegardenscommassoc@gmail.com

Treasurer was able to have the bank begin an internal search for prior signatories on the account. A new SGCA member who was in attendance, indicated she has knowledge of the account and the statement was given to her. No further action is required by this association.

Secretary's Report/ Correspondence and other Society Administration

Summary of Correspondence - **see attached summary and note that complete emails have been placed into the correspondence binder*

A "thank you" to Jen C who was a prior association member and Director who has been caretaking our website for several years. Together with Nielsen, we have moved that website over and will be making updates to it as soon as we can.

The executive team of the Dunsmuir Neighborhood is reaching out to all of the Mission neighborhood associations and groups to set up a "meeting of the minds" They wish to exchange ideas, share experiences and brainstorm on how we can work together and collaborate with the City. They would like to see the creation of a "neighbourhood alliance" to advocate to the City about various topics, create events and find grants, etc. They are hoping to arrange a meeting in the coming month.

NOTICE: If anyone is interested in participating in this, please advise us by email.

5. COMMITTEE REPORTS

Parkland Development update/ Keys

The secretary saw Mayor Horn at the recent community policing forum that she attended. She spoke to him about last months motions and the SGCA's resolution to support fully whatever this community says it wants regarding parkland development. She stated to him that there is hope that we will find unity as we move forward with the City on this endeavor. The Mayor said that he was happy and excited to hear that news. He also said the City will begin planning a community event to be held in the Stave Falls area and that we can expect to hear about that relatively soon.

Motion: Johan Nielsen

2nd: Davidson

The SGCA Board of Directors send a letter to the City that will include a copy of the full motion made by Taylor from the February 1/ 2023 meeting regarding this associations support of any development of the parkland in Stave Falls, and that the email will also make additional clarification of the SGCA's position that it does not specifically support concrete tilt-up construction of large buildings as might be concluded from the concept drawings submitted to them on Dec 19/2022. Further, the letter should restate the SGCA's commitment to support whatever the community determines it wants.

All in Favor: Twenty-five (25)

Against: NONE

Abstain: Three (3)

This motion has passed.

Event planning/ Easter Egg Hunt and Mothers Day

Mothers Day High Tea:

Saturday May 13, 2023

Budget is \$1500.00 and although the revenue and expenses will be run through the association it is likely the association will not realize any actual out of pocket costs for this event. Entry to the event will be set at \$25 per person and all expenses including hall rental should be able to be covered by the revenue. Invitations will go out through school students, online, by email.

Seeking volunteers for setup/serving or cleanup

Annual Stave Falls Easter Egg Hunt:

Sunday, April 2, 2023.

Invitations will go out through school students, online, by email.

We are required by our rental agreement to have a port-a-potty

The approved budget for this year is \$1500.00

We still have service items and decorative items left from last year

Seeking volunteers for the event.

6. ADDED AGENDA ITEMS FOR DISCUSSION:

Action taken by the Chair:

In considering what may be regarded as conduct and actions harmful to the goals and ambitions of the members of the SGCA as well as the association itself and that these behaviours jeopardize the stated objectives of the SGCA and cause outside entities to question the integrity of this association and its Directors as well as the commitment of this community to act as one unified voice, specifically the SGCA's relationship with the City of Mission and its Council putting at risk all potential investment of tax dollars into the area of Stave Falls.

The Chair recognizes the need to form a committee that will be tasked with reviewing certain members conduct and review any other information they can reasonably gather that would permit them to make remedial recommendations to the BODs at the conclusion of this process.

The Chair will appoint a minimum of one member and a maximum of three members who are members in good standing and who have unimpeachable character.

They shall act with full independence from the SGCA BODs and its members allowing them to:

- Identify a process that will make known a timeline for initial review.
- Make a concerted effort to gather information and take statements where necessary.
- Request but cannot compel a member's testimony.
- Review all information relevant to the purpose of this committee and determine whether the allegations are either founded or unfounded.

Recommend remedial action such as censure and/or mediation with the member. If the member declines to modify their behaviours through mediation, the committee may:

Recommend formal conduct review. Should this step occur:

Be guided by established rules of order regarding the discipline of members because all members are entitled to due process and fair representation. The member may choose to conduct their formal review in a committee rather than a general assembly of members.

Ensure all information gathered that must remain private, is held in confidence per rules of order and BC Privacy Law.

Are permitted to seek administrative clarification from the Secretary for the rules of order and logistical processes if needed. Any request must be in writing and must be emailed. All requests and any replies become part of the permanent record of the Committee.

The committee is not permitted to seek opinion or guidance from Association members or Directors for any information that is under review.

At the completion of this investigation:

The SGCA BODs shall be guided by the recommendations of the committee and resolves to take reasonable action based on those recommendations whether it be censure, mediation, or formal review.

This committee will be dissolved at the conclusion of this process and any recommended action has been taken.

Any members with an interest in sitting on this committee are welcome to put their names forward for consideration.

Where there is a clear conflict of interest, those members do not qualify to sit on the committee.

Motion: Jim Taylor

2nd: Cardy

Be it resolved that:

All meetings of SGCA will be conducted in accordance with Roberts Rules of Order. General meeting, Executive and Special Meetings will be recorded in official minutes that will be included in the agenda of the next general meeting. Following the general meeting minutes will be posted on the SGCA social media account.

Minutes shall include:

- a) the associations full name*
- b) type of meeting, executive, special, general meeting or AGM*
- c) approval of previous meeting minutes*
- d) attending board of Directors names*
- e) Date and Time*
- f) location*
- g) motions and vote results*
- h) reports*
- i) meeting adjournment time and signature*

Minutes will not include any attempts to summarize debates or discussions. Motions made following debate or discussions will be the sole descriptor of the Associations business

The Chair ruled this motion out of order and will not accept the motion.

Moved by Taylor that the chair be challenged.

Challenge not accepted by the Chair.

A secondary motion is made by Sarah Cheltenham

2nd. Sparrow

To form a committee that will review this associations bylaws and make recommendations to the membership for changes within them.

The discussion to fully form the secondary motion exceeded the time for the meeting.

The secretary has agreed to draft the secondary motion to form a committee that can address that will be reviewed by Cheltenham and read at the next General Meeting on April 5, 2023 where it will be open to debate, amendments and member voting.

All New Business that was not addressed will be moved forward to “unfinished business” on the April 5/ 2023, meeting agenda

7. ADJOURNMENT: 8:13pm

8. DATE OF NEXT MEETING:

Wednesday, April 5, 2023, at 6:30pm

Location: Stave Falls Elementary School Gym

Special Notice: the room will be open from 5:45 to allow members time to review information binders.