

LADYSMITH MARITIME SOCIETY BOARD OF DIRECTORS MEETING MINUTES

November 15, 2016 – 9 am - Expo Building LMS Office

In Attendance:

Directors - Shirley Blackstaff, Cliff Fisher, Allan Gould, David Grimstead, Rod MacNeil, Paul Nowlan, Betty Pearson

Apologies - Gerry Beltgens, Bob Cross

Guests – Art Rendell

Staff - Debbie Loewen, Marc Pettigrew, Rod Smith

President Betty Pearson chaired the meeting.

Agenda: approved by consent

Board of Directors Meeting Minutes - September 13, 2016 - noted the correct spelling of new member's name is Darrell DeVries - approved by consent

Ratified the Budget approved at the October 17, 2016 Budget Meeting

Approval of New Members and Renewals: none

Treasurer's Report: David Grimstead

- Thanked the people who reviewed accountant's work.
- Set of books – close to correct now
- GIC's due Dec. 1, 2016
- \$20,000 approved to go into reserve fund

A clearing account to reconcile inaccurate entries from 2015-2016 and previous years has been set up.

It was also noted that capital expenses have been separated out from the operational expenses for clarity at the bottom of the monthly statement.

Moved: Grimstead/MacNeil to accept report. Carried.

President's Report: Betty Pearson

New titles for staff: Rod Smith – Executive Director, Debbie Loewen – Operations Manager and Marc Pettigrew – Marina Manager

Talk on the Dock: possible presentation by underwater marine biologist in the spring

AGM: Agenda and all Committee Reports need to be submitted to Rod Smith by December 1

Betty Pearson thanked the Board for their support during the year.

Moved: Pearson/MacNeil to accept report. Carried.

Nominations Report: Allan Gould

- Received 2 new nominations so far
- Have 4 nominees at the present time
- Nomination forms due November 18, 2016 by 5 pm to Allan Gould

Society's Act: Allan Gould

- 4 Board members (Rod MacNeil, Betty Pearson, Cliff Fisher, and Allan Gould) will go to a seminar on transitioning to the new BC Societies Act in Duncan on November 16, 2016. The \$25 per person registration fee to Volunteer Cowichan to be paid by LMS.
- Nov. 28, 2017 the new BC Societies Act comes into effect.
- Have 2 years to come into line
- Request was made for a small committee to go through LMS bylaws to bring back to the Board

Waterfront Plan Update: Paul Nowlan

- Some ideas have been received from LMS members
- An Open House to review the ideas submitted will be on Saturday, November 26, 2016, 10 am to 4 pm in the LMS Welcome Centre's upstairs room.

Executive Director's Report: Rod Smith

Update to Town Council

- Recap of the Year – scheduled for January 16, 2017 - Town will confirm a week in advance
- Open Meeting – 20 min. Members are welcome to attend to show support

Café

- In The Bean Time is considering operating the Café next year

Workshop

- Monday, November 21, 2016 Rod will attend a *Spill Response* workshop and do some research on paddling centres at False Creek and Elk Lake

Tourism

- Rod Smith and Cheryl Bancroft attended– Destination BC – Remarkable Experiences and Destination Marketing 3 full day sessions.

Website

- It was noted that minutes from the board meeting of May 17, 2016 may not been posted to the website.
- September 13, 2016 Minutes were just approved at the November 15th meeting and will be posted on the Website within the week.
- In the interest of improved communication, consensus around the Board table was to remove the members' password to allow everyone to read all information on the LMS website.

Marina Report: Marc Pettigrew

Empty Berths

- Have 6 empty berths of 40 feet and longer
- Email to be sent to members in catchment area first, then to all members
- May take out an advertisement "*LMS –Unique Opportunity – have some 40 foot slips available*"

Moorage Rates

- Marina Staff to research other marinas and determine a monthly moorage rate in addition to our annual and seasonal rates.
- Current customers have been asking if they can bring more than one vessel into the marina
- Moved by Cliff Fisher that - *A customer with a current LMS Moorage Agreement may acquire moorage for one additional marine asset at the monthly moorage rate. Carried*

Wolfe Boathouse

- Moved by David Grimstead that *arrangements be made to demolish the Wolfe Boathouse by January 1, 2017. Carried*

Security

- Security Cameras are in place. More will be added around the Expo Building (Machine Shop) pending approval from the Town
- Over \$47.00 was stolen from the vending machine

Showers

- A discussion was held on the possibility of installing coin machines in the showers as few marinas offer free showers. Marc Pettigrew said there would be considerable cost to retrofit to install machines, and that most put in a generous donation into the jar at the desk for their shower.

Welcome Centre Hours

- It was agreed that the Welcome Centre should not be locked up on Sunday and will be open from 9 am to 3 pm; as consistency is important.
- We will add some paid staff to keep it open.
- It would be good to find a volunteer to program the space on Sunday's, (i.e., cribbage, watching sports events on TV, book club, etc.)

Museum/Heritage Report: Shirley Blackstaff

- Continuing to co-operate with schools, community members, Stz'uminus First Nation and Ladysmith & District Historical Society on our education program booklets.
- Searching for volunteers to assist with innovative technology, installation of sound effects, and carpenters to assist with the work needed to create space in the Maritime Museum.
- Outlined the need for more space for small heritage boats, outboard motors, nautical artifact displays and education program activities. Options were: in the back of the Maritime Museum, perhaps a new boat shed and in the Machine Shop.
- Round-the-table comments expressed by the Board were appreciated.

Heritage Boat Report: Rod MacNeil

- Have 9 volunteers now
- Fixed drainage
- Eric Sandilands is keeping the work on the C. A. Kirkegaard moving along
- Timbers cut at a very reasonable cost
- Becky Murphy the donor of the Cutter was pleased to hear that retired navy officers involved with Sea Cadets may be interested in taking the Cutter to Victoria to restore.
- Rod MacNeil suggested that the Yellow Point Cutter which comes to our Maritime Festival and stays a month after the event is good promotion for LMS and requested the owner, Richard Hill not pay moorage for that time.
After discussion, it was agreed that LMS should continue to charge the regular moorage rate for the period but consider some way of recognizing the promotional value his vessel provides LMS.
- Marc Pettigrew requested space in the corrugated metal shed for storage of dock wood. Rod MacNeil agreed to make room.
- A rowing scull was offered but was turned down as a donation because it did not meet our heritage boat intake guidelines. Rod MacNeil will inform the potential donor.

Kids' Pirate Day: Gerry Beltgens, per email

- A meeting will occur soon to make plans
- Kids Pirates Day event date is confirmed as Saturday, June 3rd
- Pirates Walk may be moved to the Friday, June 2 and hopefully can be linked into an LDBA event
- Pirates Pub Night is tentatively being scheduled for Friday, June 2nd and there will be a special Pirates Dine on the Dock evening with Rum treats.

Maritime Festival: Art Rendell

- Requested a meeting near the end of December 2016
- Need to get the list of boaters and do some work ahead of time
- Will need volunteers to help on the festival weekend.

Correspondence:

- Pacific Yachting magazine has a good article about Ladysmith, including our Ladysmith Community Marina in their most recent issue.

Tour Boat – Maritimer Report: David Grimstead

- Dealing with Transport Canada. Must fill in forms and re-submit documents before we can operate the vessel again. A new survey may be necessary.
- All operators must now have First Aid, MED A3, Small Vessel Operator(SVOP) license

Any Other Business:

- Cliff Fisher and David Grimstead offered to assist with the ballots at the AGM.

Important Dates:

- November 18 - Nominations close at 5 pm.
- November 19 - Saturday – All submissions in to Paul Nowlan
- November 26, 10 am to 4 pm – Open House in the Welcome Centre to vote on members' ideas for the Waterfront Plan
- December 7 – 6:30 pm social time, 7 pm AGM at the Welcome Centre

Adjournment:

Rod MacNeil made a motion to adjourn. Carried.

Next Board Meeting: Monday – December 12, 2016, 9 am at the Welcome Centre.