

LADYSMITH MARITIME SOCIETY
Board of Directors' Meeting
Monday, December 9, 2019 ~ 9:00 am to 12:00 pm

Directors in Attendance: Dan Lutz, Alan Newell, Marnie Craig, Ron Dale

Directors by GoToMeeting: Art Rendell

Regrets:, Bob Hogberg, Jeff Reichert, Peter MacHardy

Ex Officio in Attendance: Richard Wiefelspuett

Call to Order at 9:04 am. – Lutz

Approval of Agenda – Lutz

Approval of Minutes of November 13, 2019 as amended – Lutz

Motion: by Marnie Craig **Carried**

Directors Declaration

Directors present signed and others were asked to sign the declaration as soon as they were available.

Selection of officers – Lutz

Motion: By Art Rendell that the Executive Officers remain the same:

Dan Lutz -- President, Peter MacHardy -- Vice President, Alan Newell -- Treasurer and Marnie Craig -- Secretary. **Carried**

Terms of Board Members

3 years – Alan Newell, Art Rendell, and Dan Lutz

2 years – Bob Hogberg, Marnie Craig and ron Dale

1 year – Peter MacHardy and Jeff Reichert

Treasurer's Report for October 2019 – Newell

The accounting system has been changed, but the new budget was put together according to the old format. In some areas it is unclear why some changes happened and/or where some things are. Detailed reports cannot be given until changes to the new system are completed. The report, for the Gaming Commission, which requires some changes from last year must be completed this week.

The Draft Policy Manual needs review by all board members and feedback provided to Alan Newell. The terms of reference for financial, HR and Heritage Committees were requested. **Action:** All Board Members. Discussion followed on whether the Strategic Plan should be included in the Manual. This year's minutes need to be posted on the web site. **Action:** Craig

2020 Board Schedule and Key Dates

-- Lutz

Dan Lutz distributed suggested dates. A change of meeting day was requested and everyone agreed to try Thursday mornings.

Executive Directors Report

-- Wiefelspuett

- **Legal interpretation** has been received from Margaret Mason QC of Norton Rose Fulbright on our charitable status, the Town of Ladysmith Management Agreement DL2016 and bylaws section 10. A copy was distributed to the Board.
- **Capital Project update** was the same as the AGM presentation. **Action:** -- Wiefelspuett This week final details will be completed, venders will be selected and contracts will be signed next week.
- **Sewage Pump Out System** was evaluated by Harold Engineering, the original designer, who will be making suggestions/redesign of the system to improve its capacity.
- **Acoustic Improvements** for the welcome Centre walls will be designed and quoted once a picture of the area is received. **Action** -- Wiefelspuett
- **Marina Christmas Closure** from December 24 to January 2. An emergency contact number will be provided

Strategic Plan – Moving forward on areas of focus

-- Lutz

Discussion on areas of focus, strategies to achieve them and timelines were discussed and champions for each one agreed to:

- **Relationships** – Lutz
- **Volunteers** – Dale, Wiefelspuett, Loewen
- **Infrastructure and operations** – Rendell, McHardy, Reichert, Hogberg
- **Maritime Heritage** – Craig, Hogberg (Craig to Discuss with Hogberg)
- **Public Access** – Newell

The suggested timelines for the strategies may be seen in the Strategic plan. The majority are to be achieved in 2020 with only 3 of 14 in 2021 while 6 will be ongoing once achieved. **Action:** Craig

As the Champions listed from the meeting and those on the Town of Ladysmith slide differ, please let me know if any of these should be changed.

Town of Ladysmith Meeting

The strategic plan will be presented to council. **Action:** Talking points will be prepared by Lutz and distributed to board prior to the meeting. Wiefelspuett will contact Guillermo Ferrero re meeting.

Next Meeting – Thursday, January 9, 2019, 9:00 am to 12:00 pm

– Lutz

Adjournment – **Motion** by Dale to adjourn at 11:42. **Carried.**