

**LADYSMITH MARITIME SOCIETY**  
**Minutes of the Board of Directors' Meeting**  
**Thursday, March 25, 2021 ~ 1330h to 1500h**

**Directors by GoToMeeting:** Allison Brind, Marnie Craig, Ron Dale, Kelly Daniels, Dan Lutz, Alan Newell, Jeff Reichert, Art Rendell, Nadine Wong

**Ex Officio by GoToMeeting:** Debbie Loewen, Richard Wiefelspuett

**Call to Order** at 1332h – Dan

**Approval of Agenda** – Dan

**Approval of Board Minutes of 2021-02-23** – Jeff

Motion by Jeff to accept the Minutes as distributed. CARRIED.

**Funding for Security Gate (email motion)** – Dan

2021-03-06. Motion to draw on the RBC General Account for \$25,000 to complete the Security Gate. CARRIED.

**Treasurer Report** – Alan

Slight cash flow deficit but should catch up in the summer.

**Business Brought Forward**

- **Museum Work Plan** – Richard/Jeff
    - Awaiting two quotes for new floatation with one expected to come in under budget.
    - Possible May start on floatation.
    - Car Shop volunteers will be cleaning up the boat display area, making the walkways safe and otter proof and adding a second exit for traffic flow from the museum and through the boathouse.
  - **Interim Office Plan** – Richard/Art
    - Temporary office space in the upstairs of the Welcome Centre considered best option. Conceptual plans in the works for 4 LMS workstations and dedicated food prep area for the restaurant.
    - Final design will be by professionals to ensure compliance with building codes and fire safety.
  - **Festival Budgets** – Richard
    - Gaming has advised to proceed with virtual festivals as there is some flexibility on use of funds during COVID restrictions.
    - Sea Life Festival volunteers are uncomfortable to assist because of health concerns. No clear leader has volunteered yet.
    - Heritage Boat Festival will be virtual with LMS boats displayed. Date has yet to be fixed but will be mid June.
    - Take 5 has offered to interview the Car Shop volunteers a few weeks prior to launching the C.A. Kirkegaard and will be on site the day of launch. Their proposal includes individual and combined video on all of the Society boats including the Rainbow Skiff. Video will be ready for Heritage Boat Festival in early June.
    - ACTION: Richard to contact Cole from The Chronicle for the Kirk launch on April 20.
    - Other news sources to be invited for Heritage Boat Festival to showcase the Kirk.
    - ACTION: Jeff to send date, time and agenda to Marnie in order to invite news sources
    - Virtual Kids Pirate days content and crew have been picked with filming in April. Three 15 min shows with June 6 wrap up.
    - Motion by Jeff to accept Take 5 Proposal for the Heritage Boat Festival and increase the budget for the Kids Pirate Day Virtual Festival to \$9,000. CARRIED
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- **Strategic Review** – Kelly
  - New version sent to all via Google Drive. The graphic designer and printing should be less than \$500.
  - Some difficulty with Google Drive but seems to work well if users download Google Drive app.
  - Congratulations to Kelly for a job well done.
  - Moved by Kelly to adopt the 2020-2022 Strategic Plan.... CARRIED.

## **New Business**

- **Financial Authorities** – Alan
  - Financial Approval Levels for Annual Budget, Disbursements, Purchase Commitment, Contracts, Trade Accounts and Revenue presented for review. Approval levels prepared in accordance with the bylaws.
  - ACTION: Alan and Debbie to create a list of trade accounts.
- **Various** – Dan
  - **RCM-SAR Donation**
    - Moved by Ron to send \$1500 donation to RCM Search & Rescue. CARRIED.
  - **Ladysmith Yacht Club Sailpast May on 2<sup>nd</sup>**
    - C.A. Kirkegaard, Saravan and Song Bird could participate.
    - David Grimstead is aware that we will have some vessels there.
  - **Constitution and Bylaws**
    - Filing complete with BC Societies. Filing underway with CRA.
  - **Heritage Network**
    - Dan and Marnie attended heritage network meeting that was arranged by LDHS. Attendees included heritage groups from the mid island region and we were the only maritime group included.
  - **Nanaimo Yacht Club**
    - Nanaimo Yacht Club would like to have LMS become an outstation. For a fee, they would have moorage privileges. Terms of the agreement need to be reviewed. SCYC has been doing this with us for at least 5 years
  - **DL 2016**
    - Richard, Kelly and Dan met with town officials re DL 2016. Fees paid for 2019, however fees for 2015 to 2018 still in question. Further meetings to be arranged.

## **Executive Director Update/Correspondence/New Members**

– Richard

- .Moorage close to 100% capacity.
- 15 confirmed rendezvous with one cancellation.
- 25 invitation letters sent to various clubs.
- Paddling Centre 75% booked.
- Unannounced WorkSafe BC inspection was positive. Pleased with upgrades to emergency ladders. Harassment policy to be reviewed.
- Cleanup weekend March 27 and 28.
- Two new 30 hp motors purchased for workboat. Old motors to be sold.
- New security gate ordered.
- Granted use of "Safe Travels" stamp for health and hygiene protocol.
- Possibility of acquiring a used boathouse to house the heritage vessels.
- Need to review liabilities for acquiring another boathouse, suitability to meet our long term needs and storage implications of acquiring future vessels/assets.
- ACTION: Marnie to send info about history of boathouse zoning to Dan.

## **Upcoming Board Meeting Dates**

- Thursday, April 22, 1330h
  - Thursday, May 20, 0930h
  - Thursday, September 16, 0930h
  - **Adjournment** – moved by Alan and Marnie to adjourn at 1455h CARRIED
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