

**LADYSMITH MARITIME SOCIETY**  
**Minutes of the Board of Directors' Meeting - approved**  
Thursday, Nov 18, 2021 ~ 930h to 1200h

**Directors in person:** Marnie Craig, Ron Dale, Dan Lutz, Alan Newell, Art Rendell, Nadine Wong, Jeff Reichert

**Directors by GoToMeeting:** Allison Brind

**Absent:** Kelly Daniels

**Ex Officio in person:** Richard Wiefelspuett

**Call to Order** at 930h – Dan

**Approval of Agenda** – Dan

**Approval of Board Minutes of 2021-10-14** – Jeff  
Motion by Jeff to accept the Minutes as distributed. CARRIED

**Treasurer Report** – Alan  
Alan presented moorage rates with increase to within 15% of market rates. Move up from 20% of market rates covers fees being paid to Town of Ladysmith. Motion by Art to approve budget tabled at the last meeting with modification to moorage rates presented. CARRIED

**Business Brought Forward**

- **Office Plan** – Richard
  - Minor modifications to second floor of LMS Welcome Centre have been discussed with staff and will be implemented.

**New Business**

- **Strategic Plan**
  - **Community Collaboration** – Dan/Marnie
    - Marnie and Kelly met with SFN (Stz'uminus First Nation) representatives today to discuss initiatives for collaboration. Welcome pole has potential donor funding. Other discussions around use of dinghy dock, seafood sales, mural for Museum and harbour tours.
    - The Board continues to correspond and meet with Town officials regarding alleged outstanding fees.
  - **Volunteers** – Ron/Richard
    - Follow-up phone calls have been made to volunteers. These were helpful in getting volunteer feedback. There is also a need to follow up with volunteers immediately after events.
    - Consolidation of volunteer lists still needs to be done.
    - Need to identify advertising needs, volunteer opportunities, and identify volunteer leads for renewed events like Dine on the Dock and Music on the Dock.
  - **Operations and Infrastructure** – Art/Richard/Jeff
    - Policy Manual was distributed prior to the meeting along with 3 items for further discussion.
    - Motion by Dan to delete 1 and accept suggestions 2 and 3 subject to procedures for 3. CARRIED
    - Policy Manual to be turned over to staff for implementation of items 2 and 3, formatting and posting in Governance folder on Nextcloud.
    - No progress on asset management plan however budget will include for gradual replacement of infrastructure.

- Nextcloud rollout to staff and board is complete. It was agreed that due to the potentially sensitive information in private folders, that the management of Nextcloud permissions be by the LMS Secretary and John Dul. Jeff will roll out to Car Shop and Tour Boat groups and other volunteer groups as the need arises.
- **Maritime Heritage** – Marnie/Jeff
  - Museum has been refloated with encapsulated billets.
  - Grant application for an intern to work on electronic archives was successful. Term starts November 13 to end of March. Work will include collection of electronic archives, scanning hardcopy archives and sorting duplications from several LMS members. Electronic archives will be stored and organized on Nextcloud and eventually made public for search and viewing.
  - **ACTION: Richard/Marnie to reach out to VIU and local community to find a suitable candidate for hire.**
  - Harbour Heritage Centre cannot reopen until the building is complete, as the town only carries construction insurance on the building.
  - No updates on Arts and Heritage Hub.
  - Art Rendell has offered to donate a 12-foot restored rowing/sailing skiff. With the two boats that are currently being restored, there could be 5 small rowing boats for use/rental next summer. These smaller boats would be stored upside down on the dinghy dock in the winter and in the water for the summer. The use/rental program would need a volunteer lead for advertising and promotion.
  - **ACTION: Richard/Jeff to discuss logistics with Patrick and arrange for an appraisal for tax donation purposes.**
- **Public Access Parking and Security** – Richard
  - No update on lower parking lot. Town is in process of budget approvals for repair of retaining wall.

#### **Executive Director Update/Correspondence**

– Richard

- Richard presented a proposal to apply for Mobile Optimist Sailing School. Proposal is to apply for 2 one-week courses, each for a minimum of 16 students at \$300 each. Two instructors require billeting. Ladysmith Yacht Club operated a sailing school for many years but eventually folded for lack of instructors and participants. Schools currently operate at Nanaimo, Maple Bay, Victoria, and Cowichan Bay. Water quality in Ladysmith is an issue. Concept needs more research.
- There are already 11 rendezvous booked for 2022. 15 invitations sent to US groups.
- Paddling Centre is fully booked, and proposal presented for kayak storage on dinghy dock. Rates look low and need to be reviewed along with overall use of the dinghy dock.
- Quotations being received for standalone pump out system for boats.
- Fall inspection of boathouses complete. Only 2 have encapsulated floatation but owners are receiving quotation for group rate on replacement of floatation.
- Working on environmental management plan to achieve 4 anchor rating with Clean Marine BC.
- A Naloxone training session by Island Health Harm Reduction was attended by 10 people.

#### **New Members**

– Richard

- Motion by Richard to approve new member Rick Harbo of Nanaimo, B.C. CARRIED

#### **Upcoming Meeting Dates**

– Dan

- AGM, Wednesday, December 8, 2021, 1900h by GoToMeeting and limited in person
- 5 nominations for 3 positions, so election is required.
- Ballots to be issued by Monday Nov 22 and returned by Dec 6.
- The election committee is Richard, Alan and Art.

**Adjournment** – moved by Art to adjourn at 1150h

CARRIED