

LADYSMITH MARITIME SOCIETY
Board of Directors' Meeting Agenda
Thursday, October 15, 2020 ~ 09h00 to 11h30

Directors by GoToMeeting: Marnie Craig (arrived 9:50am), Ron Dale, Bob Hogberg, Dan Lutz, Peter MacHardy, Alan Newell, Jeff Reichert, Art Rendell

Ex Officio by GoToMeeting: Richard Wiefelspuett, Debbie Loewen, Patrick McEvoy and Wayne Smith

Call to Order at 9:00 – Lutz

Approval of Agenda - approved – Lutz

Introduction of Wayne Smith, Marina Assistant

Wayne is a world sailor, retired chartered accountant and paramedic. He has extensive experience with boats and marinas. He is enjoying the work, Ladysmith's lifestyle and being close to his 2-year-old grandson.

Approval of Board Minutes of 2020-09-17 – Lutz

Motion: by MacHardy to approve Minutes. **Carried**

Treasurer's Report and 2020-21 Budget – Newell

As GIC returns are only 0.05%, funds will be left in the LMS high interest savings account..

Budget approval discussion included:

- Should the proposed heritage incentives be tackled during a low-income year?
- The visitor dock already has annual boats from C dock as well as 5 winter customers (leaving March 31), and 200 vacant feet for winter visitors.
- A request has been presented to increase the Heritage budget to \$7500. Newell suggested preliminary approval of this increase.
- A single line item as a contingency amount to allocate funds, as needed, dependent upon revenue. With a contingency we would have a deficit budget. The Executive Director should be the controller of the funds.
- Approximately 5 subsequent nights in summer 2020.

Motion: by Newell to approve budget with addition of \$10,000 and other changes as discussed.

Carried. Budget is approved subject to the proposed changes.

AGM Preparations – Lutz/Wiefelspuett/Newell/MacHardy

- Results of Member survey on virtual AGM – Wiefelspuett
It is uncertain how many received it. There were 15 replies (roughly 10%); controlled environment was minimal; half wanted to have training and a few did not want to participate in person. It would appear that an online AGM would be well-received. A moderator, separate from the Chair, should control the muting of microphones, etc. "Chatting" needs to be taught and read throughout.

• financial review – Newell

• Set date – Dec 9th proposed – Lutz

Action: Newell to confirm with Tammy Leslie today

- New directors and election process – MacHardy
The Nomination letter and form have been updated. Three positions are available. Directors are asked to speak to potential candidates. REPLIES are due 3 weeks PRIOR TO AGM as the AGM notice must be sent 2 weeks PRIOR TO AGM.
Action: Send both documents to Lutz and Wiefelspuett for email distribution to Board ASAP
Action: MacHardy will be in touch with Wiefelspuett to organize everything.
- Special resolutions and meeting info package – All
Changes are required to Bylaws.

Executive Director Update

– Wiefelspuett

- **Operations**

Dale and Wiefelspuett are working on a volunteer questionnaire.

Thank you cards for Kids' Pirate Days volunteers are ready for signatures and to be sent.

It has been a difficult year for staffing. We qualified for 95% of a tourism grant but were unsuccessful due to our robust income.

Motion: by Reichert to reapply for museum update from the CER grant program. **Carried.**

- **New income stream**

The Income Diversification Committee met and brainstormed ideas for generating additional income

Motion: by Rendell to apply for the CEBA loan for \$20,000. **Carried.**

- **After Hours Marina Security**

The liveboards submitted a petition requesting the installation of a secure gate at the entrance and no trespassing signage due to the increased theft and drug trafficking in the general area and on our docks at night. The liveboards would open the gate at dawn and close it at dusk with FOB access for moorers.

Motion: by Dale that staff explore the cost of installing a gate and no trespassing signage at the shore to bring back to the next meeting. **Carried. Action:** Wiefelspuett

- **Marina report**

– McEvoy

Construction, maintenance and improvements done at the marina were outlined. Winter preparations have begun including training on handling freezing temperatures and notification to all customers regarding winterizing. The new Marina Assistant trained on operation of all marina systems. Work on asset management plan continues with completion targeted for January 2021. There are 58 people on the moorage wait list, mostly 30-foot vessels.

- **Correspondence**

KPD prizes have been sent.

Gibson's Yacht Club gave us a donation after their rendezvous.

- **New Members**

Robert Buznik, Surrey BC; Liam Law & Asia Wilcox of Ladysmith, BC. **Approved.**

Human Resources

No discussion will occur today due to poor quality of GoToMeeting. Information will be circulated by email.

Next Meetings

- Thursday, November 12, 2020, 0900-1100h – focused on AGM
- Wednesday, December 9, 2020 AGM, 1900h – AGM by GoToMeeting – pending Alan's contact with Palmer Leslie CPA
- Thursday, December 10, 2020, 0900h - new Board mtg and selection of officers
- Future agenda items: tax implications of working at home and where LMS offices should be located.

Adjournment – Motion: by Newell to adjourn at 11:28. **Carried.**