

LADYSMITH MARITIME SOCIETY
Board of Directors' Meeting Minutes
Thursday, November 12, 2020 ~ 09h00 to 11h30

Directors by GoToMeeting: Marnie Craig, Ron Dale, Bob Hogberg, Dan Lutz, Peter MacHardy, Alan Newell, Jeff Reichert, Art Rendell

Ex Officio by GoToMeeting: Debbie Loewen and Richard Wiefelspuett

Call to Order at 8:59 a.m. – Lutz

Approval of Agenda – Lutz

Approval of Board Minutes of 2020-10-15 – Craig

Motion: by Craig to approve the minutes as circulated. **Carried**

Treasurer's Report – Newell

ACTION: Alan to send revised budget by email for final approval.

AGM Dec 9th Preparations

- **Plan for testing and holding AGM** – Wiefelspuett
 - The AGM will be held on the GoToMeeting virtual platform. For those not having access to virtual meetings there will 2 locations set up in the LMS Welcome Centre – 6 people on the main floor and 6 upstairs to allow for social distancing. Non-virtual members should have the first opportunity for these spaces.
 - RSVPs will be requested from all so we know how many will attend which format
 - Simplyvoting.com should be investigated for pre-meeting voting as well as paper ballots.
 - Advance voting to allow tabulation of votes prior to the meeting was discussed. People receiving the information package and returning ballots by mail, will have a short timeline as they will likely be returning ballots by mail.
- **Meeting information package**
 - Agenda – Lutz
 - Approval of 2019 minutes – Craig
 - Treasurer's report/financial review includes the resolution for 2021 financial review – Newell
 - Executive Director's report – Wiefelspuett
 - Other annual reports?
 - Charter/bylaw resolutions – Lutz
 - Elections – MacHardy
 - Close and adjournment – Lutz

Executive Director Updates

– Wiefelspuett

- **ED Priorities for 2021**

Discussed document circulated by ED. Goals are more tangible and activities are linked to the Strategic Plan.

- **Operations and Marina**

- A Security gate at the gangway is being quoted on right now. 4 x 8 foot No trespassing signs, have been designed for placement in 3 locations around the marina. The quoted cost is \$428 each. RCMP can only enforce penalties on offenses if signage is in place
- Winter prep reminder was emailed to contract customers; new snowblower is ready to go; and the tent was dismantled in mid-October.
- Boathouse inspections are complete and owner remediation of deficiencies will be ongoing.
- Lady B was serviced and is ready to go
- New revenue sources – 60-ft catamaran at the end of C dock and rental of the abandoned boathouse

- **Correspondence**

- A Benevity Donation was received from Royal Bank of Canada, Ladysmith
- LMS has been actively pursuing available grant opportunities for Museum upgrades and the small heritage boat display. As well, a joint grant application has been submitted by LMS and LDHS (Ladysmith and District Historical Society) for upgrades and restoration of the Car Shop and the Roundhouse.

- **New Members**

- Allison Brind & Mike Rivard, Ladysmith;
- Chris Raymond, Ladysmith;
- Mike Blair, liveaboard;
- Andrea Swanson & Robert Stanley, Alberta;
- Bob & Debra Cross, Ladysmith;
- John Stolarchuk & Marlane Allen, Ladysmith;
- James Hartwich, Ladysmith;
- Maureen Thom, Ladysmith;
- Pauline Havelock, Chemainus;
- Kelly Daniels, Cedar.

Motion: by Dale to approve these new members. **Carried.**

Next Meetings – proposed dates

– Lutz

- Wednesday, December 9, 2020, 7:00 pm – Virtual AGM by GoToMeeting,
- Thursday, December 10, 2020, 9:00 am – Meeting of New Board and selection of officers

Adjournment – Motion: by Bob Hogberg to adjourn at 10:04 am. **Carried**

Champion Updates

- Heritage committee discussed the displeasure with the Town's actions on the Arts & Heritage Hub. The grant proposal for ___ is complete. We received 3 very nice letters of support from the Ladysmith Chamber of Commerce, xxx & xxx.
- HR committee recommends that there be a separate manual for policies and a separate manual for procedures. Both will be "living" documents, samples were included in your package.
 - Policy manual should not have as many changes as the procedures manuals. We will need assistance from the Treasurer for the finance policies, etc.
 - **MOVED** by MacHardy that the HR Committee proceed with the structure as presented. CARRIED.