

LADYSMITH MARITIME SOCIETY
Minutes of the Board of Directors' Meeting
Thursday, Oct 14, 2021 ~ 930h to 1200h

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

Directors by GoToMeeting: Allison Brind, Kelly Daniels, Jeff Reichert

Ex Officio in person: Richard Wiefelspuett

Call to Order at 930h – Dan

Approval of Agenda – Dan

Approval of Board Minutes of 2021-09-16 – Jeff

Motion by Jeff to accept the Minutes as distributed with one correction as discussed. CARRIED

Business Brought Forward

- **Office Plan** – Richard
 - Plan is to stay in second floor of Welcome Centre and use shelving dividers to create three workstations. Budget will include \$2,500 to \$3,000 for shelving dividers.

New Business

- **Strategic Plan**
 - **Community Collaboration** – Dan/Richard
 - Richard and Dan appreciated meeting with SFN (Stz'uminus First Nation) Council. LMS ideas for collaboration were well received but there was no immediate interest in a 2030 plan.
 - Formal adoption of reconciliation statement needs further investigation however LMS should move ahead with collaboration projects with SFN.
 - Meeting with the Town is scheduled for the week of Oct 18.
 - **Volunteers** – Ron/Richard
 - Survey results for volunteer appreciation event suggest even split between vaccination only event and no event. Event will be delayed to the spring.
 - Ron and Dan will phone volunteers to thank them for their contributions.
 - Member's meeting will be a virtual meeting in early November.
 - **Operations and Infrastructure** – Art/Richard/Jeff
 - Richard presented a sample format for a Policies and Procedure Manual. Art suggested that the current manual be adopted with minor corrections and then turned over to a new committee for review. Marnie is close to having the Heritage Policy completed and it could be included in the manual prior to adoption.
 - ACTION: Art will present the manual with corrections for discussion at the next meeting.
 - No progress on asset management plan however budget will include for gradual replacement of infrastructure.
 - No progress on Nextcloud rollout however Jeff will meet with Debbie when she returns.
 - **Maritime Heritage** – Marnie
 - Museum has been refloated with encapsulated billets.
 - Richard has applied for a grant for an intern to work on electronic archives.
 - **Public Access Parking and Security** – Richard
 - Richard has asked Pat to come up with a workplan to install parking curbs. Work to be implemented with staff, liveaboards and volunteers.
 - ACTION: Richard/Patrick to pursue grading of the access road and lower parking lot and straightening of posts in the lower parking lot.

Executive Director Update/Correspondence

– Richard

- Richard followed up with moorage customer complaint regarding aggressive Purple Martins. This was not an isolated event and Richard will work with the BC Purple Martin Stewardship and Recovery Program to possibly move some of the nesting boxes.
- There was a visit from the Britannia Shipyards in Richmond with interest in our boat restoration program and facilities.
- There are already 6 rendezvous booked for 2022.
- Fall inspection of boathouses is happening. Now that we have replaced unencapsulated floatation in the Museum, the boat house owners will be encouraged to do the same over the next 5 years.
- Naloxone kits have been added to the LMS First Aid kits including the workboat and the tour boats. A training session by Island Health Harm Reduction Coordinator, Griffin Russell, has been scheduled for Oct 26 at 10am.

Treasurer Report

– Alan

Alan presented the budget with caretaker costs at \$726,000 and predicted revenue at \$826,000 with about \$100,000 for special projects. Increases were suggested for annual, seasonal and visitor's moorage, visitor power, boat houses and liveaboards. Motion by Alan to increase rates to within 15% of market rates subject to review.
CARRIED

Upcoming Meeting Dates

- Board: Thursday, November 18, 0930h
- Members Meeting early November (to be determined)
- AGM, Wednesday, December 7, 2021, 1900h by GoToMeeting

Adjournment – moved by Ron to adjourn at 1130h CARRIED
