



**MINUTES OF THE BHCA EXECUTIVE BOARD MEETING
TUESDAY, JULY 25, 2023, 7:30pm
via Zoom**

1. Quorum and Call to Order (7:35pm)

PRESENT: Jeff Kaluski, Stephanie Lane-Kaluski, Nicholas Korhonen, Charlotte Field, Janis Parry, Karim Khan, Coreen Corcoran, Brook-Lynn Quinlan, Mikey Hood, Mike Hood

ABSENT: Martin Guenette, Keith Moody, Stephanie Delorme, Nancy Westran, Shawn Plunket, Derek Cheff, Tim Tierney, Marguerite Born, Ralph Smith, Richard Fransham

2. Adoption of Agenda: The President proposed the agenda be adopted, this was seconded by the Beacon Hill South Representative. **ADOPTED**

3. Adoption of Minutes: Minutes of the meeting held June 27, 2023, were circulated less than 24 hours prior to the meeting. As such, the board is being given three days to review the minutes and provide any feedback via email or Facebook. Should no feedback be received by July 28, 2023 at 8pm, the minutes will be adopted, as circulated.

4. President's Report

The events in July brought in a lot of money. The events were well attended and good feedback from the community was received. The fireworks lasted 24.5 minutes and a special thank you to Dominik (friend of Jeff's) and Manny (family of Karim's.) They did an excellent job.

5. Financial report

As the Treasurer was absent, the financial report was deferred until the next meeting. The President did confirmed payment of insurance.

6. Old Business

a) Review of Constitution – set up of sub-committee

The kickoff meeting of the constitution subcommittee has not yet occurred. The subcommittee has been struck and will consist of the Sponsorship and Local Business Chair, the Treasurer, the Director of Events and Programming and the Member at Large. The Sponsorship and Local Business Chair is concerned that the Facebook-only communications may be contributing to the delay in kicking off the subcommittee work.

The President will start a group email, involving all subcommittee members, that will allow for an alternate communication channel.

b) Picnic in the Park and Canada Day Fireworks

A general update aligned with the President's report about the community engagement was shared by those volunteers that were present. Additional thoughts were shared that the events could have used more volunteers and there could be enhanced communications to set expectations about the start-time (however, this was a complaint by only a single community member who expected setup completed by 10am.)

c) Update: Community Learning Hub - deferred

As the Director of Education Relations was absent, this item was deferred until the next meeting.

d) Update: Movies in the Park

The 2nd VP reported that the initial review of commercial offerings of movies in the park were significantly more expensive than in previous years. It was suggested that September may be a good time to host this event as it is darker earlier (so movies can start earlier) and there may be more availability of services.

The President proposed that the BHCA could buy its own equipment. From his initial research, it will cost about \$6000: \$2000 for an inflatable screen and \$4000 for a suitable projector. The 2nd VP confirmed that two movies would be more expensive than buying the equipment outright.

Two concerns were raised: 1) Will we learn to use the equipment in time for an event and 2) Getting a sponsorship for the equipment could be messy, it would be cleaner to set corporate expectations with a single event and not the equipment that they would not own.

The President proposed that the BHCA could rent out the equipment to other associations to help recover some of the investment. There also could be a call-out to volunteers to help with the Audio-Visual skills, this may include high school AV clubs for volunteer hours.

There is no formal motion yet, the President will get firm quotes and circulate the information via email. It may be too late to secure the equipment for a September movie in the park, more details to come.

6. New Business

a) BHCA Community Engagement

A first cut at the survey has been made available – thank you to those that have commented. A discussion around paying members and non-paying members participating in the survey ensued. Overall consensus was to collect the information about the type of respondent to understand current membership holders and those where memberships may have lapsed.

The Director of Communications is aiming to have the survey complete by the next BHCA executive meeting.

b) Expanding our community moderation team

The Director of Communications is asking for additional moderators to help with the Facebook Group moderation. It's not time consuming, however, it is time sensitive so having multiple moderators will improve the community experience. **The 2nd VP and the Beacon Hill South Representative offered to help moderate after receiving training by the Director of Communications. This training will happen in the days to come.** The 2nd VP may need to be relieved from this duty in October.

c) Proposed change to monthly BHCA Meeting times

The 2nd VP shared that she could not book the Community Centre on Tuesday nights, so she booked on Wednesday nights so that the BHCA would have an option to meet in person. There was a general discussion, the Tuesday nights seemed to be preferred and virtual meetings were preferred for shorter meetings, making it easier for members to join in. For longer meetings with “heavier” discussions, it was suggested that we take the Wednesday night with the quieter room to get the work done. For occasional meetings to see one another socially, a bar/pub may be a more suitable option.

The possible meetings for 2023 will likely be (to be discussed at our August meeting):

- Tuesday, August 29, 7:30pm – virtual
- Wednesday, September 27, 7:30pm – BHCC – big discussion: Constitution and possible AGM
- Tuesday, October 24, 7:30pm – virtual and open to general community in webinar format (suggested not the last Tuesday – it is Hallowe'en)
- Tuesday, November 28, 7:30pm – virtual
- Do we want a holiday get-together?

8. Roundtable discussion

No new items

9. Adjournment (8:15pm)

Pres moved to adjourn and was moved by consensus. **ADJOURNED.**

Next meeting: Tuesday, August 29, 2023 at 7:30pm, via Zoom.