



## Halfmoon Bay Community Association (HBCA) Board Meeting Minutes

**Date, time and location:**

March 14, 6:30 p.m. | Zoom & In-person

**Present:**

Linda McMahon    Andy Jones-Cox    Karyn Henwood  
 Don Cunliffe      Simon Paradis      Tim Dayton    Elise Rudland

Michael Budd

Absent: Kale Angus

NO.	ITEM	DISCUSSION	ACTION
1.	<b>Additions to Agenda</b>	<p>Don - Community Hall / delegation to the SCR D Board meeting.</p> <p>Tim - Standardizing agenda format for board meetings; formalizing roles and responsibilities of Executive/Board Members; conflict of interest guidelines for Board members</p>	
2.	<b>Hall update</b>	<p>The SCR D Board meeting on March 23rd will consider the recommendation of the Committee of the Whole: that the location for the Coopers Green Hall Replacement construction project is Option B: Connor Park AND THAT \$707,000 of the approved project budget be allocated to enhancements at Coopers Green Park with the remaining approved project budget allocated to the community hall replacement project.</p> <p>The Committee of the Whole also recommended that staff bring back a report exploring options to maintain the</p>	

		<p>existing hall at Coopers Green Park and look at potential partnerships in association with that.</p> <p>A rigorous discussion was held regarding the communication by the HBCA Board to the community regarding our position of neutrality in terms of the hall location options. Evidence was presented that the HBCA was diligent in its regular and informed communication to its membership and the community as a whole.</p>	
3.	<b>Event Sponsorship</b>	<p>Solicitation for sponsors for this year's events will begin by communicating directly with last year's generous supporters with further outreach as needed.</p> <p>A BCFF grant has been applied for focusing on the Halfmoon Bay Fair and the Seaside Shuffle.</p>	<p>Andy will send out Sponsorship material to the Board in the coming days.</p>
4.	<b>CIP Fundraisers</b>	<p>Additional fundraising is necessary to meet HBCA commitments to the One Straw Society, the VCH Compassionate Fund and the Halfmoon Bay Community School, and as well allow us the opportunity to fund other worthy projects that may come to our attention.</p> <p>Elise proposed that we reintroduce the silent action at this year's Fair, and all agreed. We will also consider a tiered Raffle campaign, ticket sales for which could take place at all of our events.</p>	<p>Linda and Karyn will present raffle and silent auction proposals at the next regular Board meeting.</p>
5.	<b>Events</b>	<p>Sub-committees will be formed and planning is underway. Directors will be receiving Asana tasks and are asked to check their inboxes regularly.</p> <p>The trails cleanup on Earth Day, April 22nd is first on our agenda and is expected to be well-attended.</p>	<p>Andy will organize event specific meetings.</p> <p>Elise will advise of any budget /</p>

			organizational requirements.
6.	<b>Trail Objectives / Agreements</b>	<p>An MOU between the HBCA and the SCRCD is being pursued regarding the trail maintenance and windfall management in Welcome Woods Parks, as well as a partnership agreement with Recreation Sites and Trails BC for Secret Creek / Homesite Falls Recreation Area. The purpose of both is to gain official sanction to maintain trails; this will formalize work which is already taking place.</p> <p>Discussion on the Strategic Objective is deferred to the next Board meeting.</p>	Linda will send the letters to the respective organizations.
7.	<b>Potential New Board Members</b>	<p>Nicholas Chesworth has come forward as interested in being a board member.</p> <p>Ron Roberts has come forward as Treasurer. The Board voted to acclaim him as interim Treasurer until the AGM at which time a formal vote will occur.</p>	<p>Linda and Andy will meet with Nicholas and invite him to our next board meeting on April 11th.</p> <p>Linda and Andy will meet with Ron to delineate responsibilities</p>
8.	<b>Additional Items: Special Delegation to the SCRCD regarding the location of the HmB Hall</b>	<p>Don put forth a motion that the HBCA support a delegation led by him to attend the SCRCD board meeting on March 23rd. His proposal was to consider 1) a custom design / prefab construction for the lower Coopers Green park area and 2) have a consultant propose a strategy to mitigate the potential ocean flooding of the lower park area. This would be done at Don's expense.</p> <p>His motion was seconded by Tim. Concern was expressed that the Board</p>	

	<p><b>Standardizing agenda format for Board meetings</b></p> <p><b>Formalizing roles and responsibilities of Executive/Board Members</b></p> <p><b>Conflict of interest guidelines for Board members</b></p>	<p>did not have enough information about the proposal, nor time to consult with the association membership, prior to the March 23rd meeting. The Board voted against the motion 4 to 3 with one abstention.</p> <p>Tim requested that these 3 items be deferred to the next meeting due to time constraints.</p>	<p>Karyn will add to the agenda for the meeting of April 11th</p>
<b>9.</b>	<b>Next Board Meeting</b>	April 11, 6:30 pm	Directors to note