



MINUTES (APPROVED):
VICTORIA WEST COMMUNITY ASSOCIATION
COMMITTEE OF WHOLE MEETING
DATE: JUNE 10, 2014
TIME: 7:00 PM
PLACE: VWCC-FIREPLACE ROOM

PRESENT:
Nan Judd, Vice-president
Mike Medland, Treasurer
Mark Fournier, VWCC
Audrey Whittall, Harbour
Dar Purewall, Special Events
Bernie Gaudet, LUC
Simeon Goa, Communications
Jack Meredith, Secretary

REGRETS:
Diane Carr, President
Robin Rombs, Food Security

AGENDA ITEM:	WHO	WHEN	ST.
1. Meeting called to order by NJ at 7:03 pm.			
2. Approval of agenda: a. Moved by BG to accept agenda as revised. Approved.			
3. Approval of CoW minutes: a. Moved by SG to accept minutes of April 8, 2014, as emailed. Carried.			
4. Business Arising from minutes a. A planning session will be held on July 8 th at 6 pm (Potluck) to be followed by the CoW to review the various committees SWOT analysis. See Robin's email for terminology. b. Finance Committee – Terms of Reference are being developed. Bookkeeping will be done in house by Jamie Boyd.			
5. Updates/Issues as required: a. President - no additional issues b. Treasurer i. Some changes from the City for funding and reporting c. Secretary – no issues d. Community Centre i. Kate updating procedures & practices books ii. Hiring Committee up and running			

<ul style="list-style-type: none"> iii. Any repairs needed to the VWCC should be forwarded to MF before June 13, 2014. e. Land Use <ul style="list-style-type: none"> i. Dockside Green had their two day design workshop on May 31st and June 1st. The first day was an input day the second day was a feedback day. Dockside Green will be bringing the results to the VWCA LUC meeting before the City community engagement meeting. f. Community Events: <ul style="list-style-type: none"> i. SG & DP debriefed VWF and recommended a central depository for planning materials. ii. Potluck is scheduled for July 5th. DP to work with Muriel g. Food Security: <ul style="list-style-type: none"> i. RR to submit the Corn Roast event approval soon. h. Harbour <ul style="list-style-type: none"> i. Mega Marina has new owners. i. Communications: <ul style="list-style-type: none"> i. New anti-spam legislation <ol style="list-style-type: none"> 1. existing VWCA membership application will be modified to include the VWCA Newsletter. 2. SG to determine whether VWCA newsletter is being sent to entire VWCA membership list. 3. SG to develop a policy for this. j. Governance – all policies have been integrated into a single document. k. Hiring Committee (RR; AW; NJ; BG; JY) <ul style="list-style-type: none"> i. Job advertisement going out this week. l. Safety & Transportation: <ul style="list-style-type: none"> i. We have not received a response from the City re: request for the final design for the Skinner Street design and for the Catherine/Bay intersection. 	RR	140628	
<ul style="list-style-type: none"> 6. New Business: <ul style="list-style-type: none"> a. Community Engagement at Board Meetings – to be addressed at the next CoW. b. Pole Painting proposal Sonya Chandler – DP to ask for more information about the project and complete a project request form. c. VWCA Donation Process – SG – to be discussed at the July CoW. d. Hiring Committee 			

<ul style="list-style-type: none"> a. Record management b. Code of Conduct – BG led the Board through a discussion of methods of interacting with one another. c. Community Engagement at Board meetings – to be discussed at the July CoW meeting. d. VWCA Nominating Committee: Nan to send out process for Nominating Committee e. Executive Terms of Reference & Job Descriptions – Work load of the Executive to be reviewed at the next CoW. 			
<ul style="list-style-type: none"> 7. Next meeting dates (all at 7 pm) <ul style="list-style-type: none"> a. LUC Meeting June 17th b. VWCA monthly meeting – June 24th c. VWCA Executive meeting – July 1st (to be rescheduled) d. VWCA CoW meeting – July 8th e. LUC meeting – July 15th 			
<ul style="list-style-type: none"> 8. Termination of the meeting <ul style="list-style-type: none"> a. Moved by RR to adjourn at 9:20 pm. Carried. 			