

Burnside Gorge Community Association  
Minutes of the Board of Directors Meeting

**Monday, September 25, 2023 at 5:30pm**

Present:	<b>Chair:</b> Elizabeth Cull	
	<b>Board members:</b> Avery Stetski, Mangat Vohra, Kirsten Mah, Greg Arnold, Ryan Hart	
	<b>Staff:</b> Suzanne Cole, Executive Director; Seval Kecicioglu, Communications & Development Coordinator	
	<b>Guests:</b> Linda Marcinkiewicz, FSS Program Manager; Amelia Potvin, Stephen Andrew, Greg Teuling	
	<b>Regrets:</b> Michelle Peterson, Gary Pemberton, Krista Loughton	
<b>Welcome and introductions</b>	Elizabeth welcomed everyone to the meeting	
<b>Agenda</b>	The agenda of the September 25, 2023, Board Meeting was presented. Motion to accept.	
	MOTION TO ACCEPT: Avery Stetski	SECONDED: Greg Arnold
	<b>CARRIED</b>	
<b>Information</b>	Linda introduced herself and talked about her experience and current BGCA role.	
<b>Information</b>	City of Victoria staff had a presentation about the City of Victoria's 2024-2025 Street Upgrades. They explained how it is going to affect the neighbourhood and public engagement ways and dates have been shared with the board.	
<b>Information</b>	Stephen Andrew introduced himself and he talked about why he is interested in joining the board	
<b>Information</b>	Greg Teuling introduced himself and he talked about why he is interested in joining the board	
<b>Minutes</b>	The minutes of the June 26, 2023, Board Meeting were presented.	
	MOTION TO ACCEPT: Avery Stetski	SECONDED: Ryan Hart
	<b>CARRIED</b>	
<b>Action Items</b>	Action items were reviewed. No item is being carried forward	
<b>City Updates</b>	Gary sent a City update report: <ul style="list-style-type: none"> <li>• My Great Neighbourhood Grant is open for applications until October 15</li> <li>• The Local Champions program has ended and two projects are happening in the neighbourhood.</li> </ul>	
<b>Report on Strategic Plan</b>	<ul style="list-style-type: none"> <li>• Recruitment and Retention of staff – Suzanne <ul style="list-style-type: none"> <li>○ Most of the vacant spaces are filled</li> <li>○ For the first time in a few years, childcare is fully staffed</li> <li>○ First payroll deduction for RRSP happened. 27 staff members are currently eligible and 17 registered on the first payroll</li> </ul> </li> <li>• Relationship with Business Community – Avery <ul style="list-style-type: none"> <li>○ Planning to have a business mixer at the end of November</li> </ul> </li> <li>• Relationship with the BG Community – Kirsten/Michelle <ul style="list-style-type: none"> <li>○ Community Garage Sale is organized by Dana Benson and shared on the FB group.</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>○ Creating an Engagement Committee with board members and other community members is the next step.</li> </ul> <p><b>Motion to accept:</b> Writing Terms of Reference for the committee  Moved by: Kirsten Mah, Seconded by: Greg Arnold, all in favor</p> <ul style="list-style-type: none"> <li>● Communications – Elizabeth <ul style="list-style-type: none"> <li>○ Improvements in communications and details will be discussed in the Strategy Planning meeting.</li> </ul> </li> <li>● Finance <ul style="list-style-type: none"> <li>○ BGCA is in the new bank account platform, and it allows some earnings</li> <li>○ BGCA is heading into another audit this year</li> </ul> </li> <li>● Governance <ul style="list-style-type: none"> <li>○ The 2013 Board manual is being edited. Elizabeth circulated it to the board members and 4 people responded.</li> <li>○ Changes will be done after the comments and then it will be circulated again.</li> <li>○ This manual will allow board members to know their roles and responsibilities</li> </ul> </li> </ul>
LUC Updates	<p>Avery provided updates on Land Use and VCAN.</p> <p>LUC:</p> <ul style="list-style-type: none"> <li>● The storage unit project Douglas Street is still in the building process</li> <li>● Sandman building is approved but hasn't started yet</li> </ul> <p>VCAN</p> <ul style="list-style-type: none"> <li>● There was no meeting over the summer. The next meeting is on September 27 and the police board is presenting.</li> </ul>
Operational	<p>Suzanne presented the operational and financial reports.</p> <p>Operational Report:</p> <ul style="list-style-type: none"> <li>● The Community Garden Expansion grant is approved and the next step is to apply for the garden start-up grant</li> <li>● Gorge Waterway Cleanup was successful. Around 40 people showed up for the event</li> <li>● Purchasing tech devices with the tech grant from BC Housing. The next project is getting a secure wifi for the staff and the different wifi for the public</li> <li>● Still hiring daycare staff</li> <li>● Gaming Grant is in and waiting for the result</li> </ul>
New Business	<ul style="list-style-type: none"> <li>● Self-evaluation survey results are sent out</li> </ul>
Action Items	<p><b>ACTION:</b> Michelle and Kirsten will have terms of reference for the engagement committee</p>
Tracking Hours	<p>Board members were reminded to fill out their hours on Track it Forward.</p>
	<p>The meeting adjourned at 7:30 pm.</p>

**Next Meetings:**

- **Board Meeting on November 27, 5:30pm**