

BOARD OF DIRECTORS MEETING MINUTES



Thursday, February 18th, 2021 7:00 p.m.

Attendance:

- Board: Tina Pizar, Rod Peters, Gina Bennett, Scott Medlock, Dusty Smith
- Staff: Shannon Jones (Executive Director)
- Regrets: Monica Florence, Mark Glentworth, Margaret Stubson, Lynn Marvell.

Addendums:

- January 21st, 2020 Draft Board Meeting Minutes
- Executive Director Report
- Economic Development Officer
- Visitor Centre Report

1. Call to order at 7:08 pm. This meeting was conducted virtually over Zoom.

2. Approval of Agenda

- a.* **Motion: THAT the February 18, 2021, Hope Business and Development Society agenda be adopted as presented. Carried.**

3. Adoption of Minutes

- a.* **Motion: THAT the January 21, 2021, Hope Business and Development Society minutes be adopted as presented. Carried.**

4. Delegations: nothing to report.

5. Business from Previous Minutes

- Board confidentiality forms: Two board members have still not submitted signed confidentiality forms. Shannon will send out a reminder.
- AGM 2019/2020:
 - The AGM for 2019/2020 (AGMs combined due to COVID restrictions) will be held on April 8, led by Mayor Robb & conducted over Zoom. Rod Peters will offer the Acknowledgement.
 - Shannon has already prepared a presentation with voiceover. A request for general input has been prepared & will soon be posted publicly on Facebook.

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- Board members are requested to sign into the Zoom meeting 5 minutes early so that a screen capture 'snapshot' can be obtained of the group.
- The meeting will be recorded and posted on social media.

6. Reports:

- a. Executive Director Report: Refer to Addendum for more information. Some highlights:
 - i. Shannon received her Certificate for the Management Skills Program from Langara College
 - ii. Shannon has been participating in a number of professional development opportunities, including the Executive Pulse and Indigenous Relations sessions. Rod will send a link to the Stó:lō Community Futures website to all board members for further information about Stó:lō business development initiatives.
 - iii. An impromptu snowman contest was very well received in the community.
- b. Economic Development Officer Report: see Addendum for details of Chantal's activities. Some highlights:
 - i. The new EDO has been very busy getting acquainted with the community, familiarizing herself with the business environment of Hope & opportunities for business retention & expansion (BR&E)
 - ii. A key focus has been on updating the website, developing an AH 'landing page' which will branch to additional content for tourism, investment, etc.
 - iii. Chantal is taking over social media for AH.
- c. Visitor Centre Report: see Addendum for more details, stats.
 - i. The extreme cold we experienced earlier this month has resulted in some water and power/heat issues
 - ii. Nevertheless, the trailer has been open to the public from 10-2 and staffed (with at least one person present) from 6 am to 5 pm.

7. District of Hope Report: Scott Medlock reporting.

- a. Council has continued to receive applications for rezoning
- b. District buildings & other assets were recently evaluated by an outside agency. It was determined that several of the buildings (e.g. District Hall, Fire Hall) are in poor

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condition. The District also needs a new Visitor Centre and Museum. The District will be looking at various options for renovations and/or new construction, as well as examining ways of funding these asset upgrades.

- c. Council will also be further discussing the fate of Station House, following the recent petition from members of the public who would like to see it retained for its historical value (although the building is unlikely to qualify as a heritage building).

8. Committee and Board Reports

- a. Finance Committee (Scott, Sarah, Shannon): will be meeting on Feb. 23rd.
- b. Policy & Procedure Review Committee (Gina, Scott, Rod): nothing to report
- c. Board Recruitment & Orientation Committee (Monica, Mark): Shannon & Tina agree that we should start recruiting for more Board members after the AGM.
- d. MRDT Representative (Margaret): nothing to report
- e. Communications Strategy Committee (Monica, Gina, Shannon): nothing to report
- f. Operations Representative & Executive Director Liaison (Mark): nothing to report
- g. Hope Mountain Centre for Outdoor Learning Representative (Lynne): nothing to report
- h. Board Reports: no additional reports from the Board.

9. Other Business: no additional business.

10. Discussion Period: nothing further to discuss.

11. Adjourn Meeting: at 7:56 pm. There will not be a March meeting; our next meeting will be the AGM on April 8th.