

Commons Coordinating Council Notes – August 7, 2018

Facilitators: Deborah Ferens, David Lightly

Notes: Kit Szanto, Trails & Green Spaces

Recognition that we are meeting on the unceded territory of the Snuneymuxw

Present: George Szanto, Mitch Miyagawa, Kit Szanto(note-taker), Heather Menzies, Bob Andrew, Judith Roux, Kim Kasasian, Diane Streeter, Michelle Benjamin, Linda St. Clair.

Appreciation: expressed by Kit for David Lightly for having been a facilitator for so very many months.

Coming Events:

CULTIVATE! (Arts Council Music and Theatre Festivals) August 17-19, plus very busy Saturday, August 11, from 8 am until a pause for lunch at 12ish, then ongoing work to prepare for CULTIVATE.

Business Arising:

Bob Andrew suggested the Arts Council should go first, so they could leave when other discussions begin. Mitch was grateful for this, and especially for all of Bob's work to help make the CULTIVATE festival go well. The complexity of the program was very interesting to listen to but if you are there, you will understand all that will happen then. It was agreed there should be NO smoking anywhere, but also some recognition that some people will need to smoke. The discussion ended with the idea that large containers of sand should be put close to the road where there is no grass, and smokers might recognize the danger of a cigarette (even put out) near grass these days.

TEAM REPORTS

Finance Team:

Deborah asked Heather to stand in as Facilitator.

Apr-June 2018 Financial Reports presented.(see attached)

Highlights: PMT & Comm Kitchen-will share cost of emergency purchase of commercial fridge and costs to fix the cooler.(unanticipated expenses). Goat Barn budget overspent on prep work for Cultivate space. Discussion on how to help cover costs.In various ways several people felt that the idea of having a theatre on the Commons might encourage a number of people to donate money to help build this “new theatre.”

Communication Team: Jinny's report (sent to Kit)

1. Website update

Megan Adam (new to the Island and the Commons) and Jinny are aiming to have the WordPress website up in September/October. All teams and individuals are invited to get us input of what you'd like to see changed from the current site or things you'd like to see added. Also, please submit photos. You still may be asked to update some

elements of the current website content.

2. Logo

We have had some input from teams on Tim Gambrell's three designs and there may be more at tonight's meeting. So far, we have heard from CPR, Communications, COV, PMT, STC, Signage and Kit and George Szanto. To date, no-one seems to prefer image C of the three circulated to all teams. Please see attached (2) along with the rationale for the tagline, "Where land and people meet." The feedback is highly varied, so our process may be quite lengthy and iterative to come to consensus. There have been both pros and cons to retaining the goat in some form; one point made was that the goat could "live" through the naming of the goat barn performance centre. Please bear in mind that colours and fonts can be changed at any point. Our team asks you to please be constructive, and if you have a better idea, get it to us.

"A logo (abbreviation of logotype, from Greek: λόγος logos "word" and τύπος typos "imprint") is a graphic mark, emblem, or symbol used to **aid and promote public recognition.**" (Wikipedia). What "public" do we wish to appeal to? What's the central idea of the Commons and how can it be captured? How can we work to establish a graphic image that will say "the Gabriola Commons is an amazingly unique, positive place to participate and it contributes to our island community in a myriad of ways?"

Communication Team will call a special meeting to focus on logo.

3. Team Mandates, Objectives & Strategies

Still collecting these. We have 6 and still need Bike Kitchen, Events, Farm, Finance, Hedge, Infrastructure, Labyrinth, LRP, Property Management, Workshop. Also wondering what to do about those for: Learning Opportunities & Timberframe.

4. Jinny has redone the Team contacts list with associated auto-forwarding e-addresses (attached). These forward as designated from our Web hosting service and were updated yesterday. Please get any changes to Jinny.
5. Library - Is up and running, though some tweaking is needed. Please go into the Office and have a look.
6. Next Meeting: TBA

Property Management Team:

Bob reported that the water on the Commons is much lower, and will get even lower, so soon will have to be cut off. (The water has now been cut off.) New wiring has been done in the Goat Barn, and that has been expensive.

The new Community Kitchen will need a walk in cooler working.

Farmhouse Stewards (sub committee of PMT): Linda St. Clair

Proposal for the establishment of a Farm House Stewards team—as a subset of PMT
Mandate: Ensure that the Farm house (except for Tenant space) is clean, supplied with necessary paper products, cleaning materials and first aid materials.

Goals:

- 1 Attend monthly PMT meetings and keep them updated on all the following aspects: any needed building repairs or replacements, report on the feedback from the log and other user comments through Bookings and financial expenditures.
2. Purchases needed for cleaning as well as soaps and paper supplies for bathroom and kitchen. Submit reimbursements through PMT.

3. Ensure that the trash is taken out weekly for pick up.
 4. Connect with anyone involved in cleaning the Farm House and on a weekly basis check to ensure the rooms are clean and that the bathrooms are in good condition for public use (clean, towels and paper supplies etc.)
 5. Check the first aid supplies and keep them up to date.
 6. Other ideas/tasks may emerge as the group works together.
- This House Stewards Team will need 4 people for weekly rotation and will not be a time consuming task on any one person!

Tool Library:

Kim and Diane – some more work to do on it, but hoping to open in September or October. Cheerful comments about it beautifying the Commons were made.

STC:

Judith mentioned the fact we will have a wedding happening on the Commons in September and brought up the question about whether we should request some money, as we do with people who rent a room in the Commons. If so, what should we ask for? No clear response.

PHC portable waste sorting building – updates and move forward to install unit.

[At a recent STC meeting, STC discussed the fact that the (rather complex, lovely in balance, stage) just below the “Big house/Farm House,” will need to have a pretty large, absolutely water proof/dry tarp to protect it during the rainy season. And this needs to be discussed at Council.]

TAGS:

Kit reported that we need more, younger, people in TAGS (trails and green spaces). Most of the people who were part of TAGS are too busy with other groups or their own lives to continue.

Covenant Team:

Heather reported that very soon the Covenant would be ready to present to the Trustees and to council, and to broader public.

Fall Fair:

Judith reminded us all it would be Sunday, September 2nd, with Stef and Rebecca focusing on this.

Next Council – September 4, 2018

Co-Facilitators: Linda St Clair & Judith Roux

Note-taker: Trustees.

20 minute discussion: Debrief with GAC re Cultivate

GERTIE – Annual Review

Future 20 minute discussions

Oct Beautifying the Commons (LRP)

Tags – getting the work done and relationship to the Covenant.

Gabriola Commons Foundation

Balance Sheet As at 06/30/2018

ASSET

Current Assets

CCCU Shares Account	5.66	
Vancity Shares	6.63	
VanCity-Community Service Acct	15,460.88	
CCCU Chequing Account	21,667.46	
CCCU High Interest Savings	27,857.19	
CCCU Term-Cashable	8,612.51	
Total Cash		73,610.33
Gst Receivable		593.07
A/R Poetry Society	158.00	
Total Receivable		158.00
Prepaid Insurance		1,464.00
Total Current Assets		75,825.40

Capital Assets

Solar Panels	31,594.66	
Accum. Amort. -Solar Panel	-11,645.00	
Net - Solar Panel		19,949.66
Power Pole	3,625.17	
Accum. Amort. -Power Pole	-363.00	
Net - Power Pole		3,262.17
Septic	17,157.70	
Accum. Amort. - Septic	-1,016.00	
Net - Septic		16,141.70
Furniture & Equipment	81,050.19	
Accum. Amort. -Furn. & Equip.	-61,343.55	
Net - Furniture & Equipment		19,706.64
Building - Woodworking shop	30,000.00	
Accum.Amort -Woodworking Sh...	-5,539.00	
Building - Equip. Shed	1,394.95	
Accum.Amort -Equip. Shed	-79.00	
Building-Goat Barn	35,913.43	
Accum.Amort-Goat Barn	-6,487.27	
Building - House	211,220.56	
Accum. Amort. -Building	-51,366.07	
Building-Community Kitchen	132,264.22	
Acc Amort - Kitchen	-20,564.91	
Building-Sustainability Centre	34,525.83	
Accum Amort - Sustainability	-8,668.02	
Net - Buildings		352,614.72
Land		384,000.00
Total Capital Assets		795,674.89

Other Non-Current Assets

Computer	1,180.44	
Accum. Amort. -Computer	-795.00	
Net - Computer		385.44
Total Other Non-Current Assets		385.44

TOTAL ASSET 871,885.73

LIABILITY

Current Liabilities

GST Paid on Purchases	-296.55	
GST Owing (Refund)		-296.55
Total Current Liabilities		-296.55

Long Term Liabilities

Current portion of long-term debt		31,000.00
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Printed On: 07/16/2018

Gabriola Commons Foundation

Balance Sheet As at 06/30/2018

Less: Current Portion of long-term	-31,000.00
Total Long Term Liabilities	<u>0.00</u>
TOTAL LIABILITY	<u>-296.55</u>
EQUITY	
Share Capital	
Invested in Capital Assets	756,422.86
Restricted for Goat Barn	2,000.00
Restricted for Equipment Shed	165.00
Restricted for Hedge	489.00
Restricted for Sustainability Ctr.	5,243.03
Restricted for Communications	1,840.00
Restricted for North Garden	965.00
Restricted for PMT	6,430.00
Restricted for South Garden	4,762.00
Restricted for Namaste Farms	84.00
Restricted for Green Bike	463.00
Restricted for Long Range Planni...	337.00
Restricted for Special Events	1,466.00
Restricted for FMT	6,987.00
Restricted for TAGS	788.00
Restricted for Parking	8,138.00
Restricted for signage	1,618.00
Restricted for Community Kitchen	2,529.00
Restricted for LOT	37.00
Restricted for COV	1,012.00
Interfund Transfer	<u>10,815.53</u>
Total Share Capital	<u>812,591.42</u>
Net Assets	
Donations in-kind	1,199.00
Surplus - Previous Year	53,694.28
Current Surplus	<u>4,697.58</u>
Total Net Assets	<u>59,590.86</u>
TOTAL EQUITY	<u>872,182.28</u>
LIABILITIES AND EQUITY	<u><u>871,885.73</u></u>

Gabriola Commons Foundation

Income Statement 04/01/2018 to 06/30/2018

REVENUE

Revenue	
Donations - Personal	1,101.18
Donations - CAFT Friends Of Co...	5,506.00
Donations - Corporate	416.26
Donations - Canada Helps	246.09
Rent - PHC	1,950.00
Rent - Casual	1,159.60
TOTAL Revenue - General	<u>10,379.13</u>
Revenue - Projects	
South Garden	140.00
Spring Fair	<u>1,293.50</u>
Total - Special Events	1,293.50
Community Kitchen	740.00
TOTAL - Revenue Projects	<u>2,173.50</u>
Other Revenue	
Interest Revenue	<u>77.21</u>
Total Other Revenue	<u>77.21</u>
TOTAL REVENUE	<u>12,629.84</u>

EXPENSE

General & Admin Expenses	
Dues and Fees	75.00
Insurance	1,464.00
Interest & Bank Charges	106.16
Internet & telephone	312.92
Office Supplies	156.25
Utilities	1,203.10
Total General & Admin Expens...	<u>3,317.43</u>
Project Expenses	
Community Kitchens	1,074.45
Communications - Team	245.00
Farm Management Team	200.35
South Gardens	1,273.73
Namaste Gardens	<u>69.55</u>
Total - Farm Management Team	1,543.63
Projects - Signage	<u>605.62</u>
Total - Projects	605.62
Property Management Team	<u>386.62</u>
Total - Property Management Te...	386.62
Goat Barn	534.51
Spring Fair	<u>225.00</u>
Total - Special Events	225.00
Total Project Expenses	<u>4,614.83</u>
TOTAL EXPENSE	<u>7,932.26</u>
NET INCOME	<u>4,697.58</u>

June 1-30, 2018

Gabriola Commons Foundation - Team/Project Funds - JUNE 2018

	CommKit	TAGS	Sust Centre	PMT	AGES (PMT)	Water (PMT)
Opening Bal. Apr 1/18	\$2,529	\$788	\$5,243	\$3,406	\$2,642	\$705

REVENUES

Apr-18	\$620			\$874		
May-18	-\$340			\$216		
Jun-18	\$340			\$70		
Jul-18						
Aug-18						
Sep-18						
Oct-18						
Nov-18						
Dec-18						
Jan-19						
Feb-19						
Mar-19						
TOTAL REVENUE	\$620	\$0	\$0	\$1,160	\$0	\$0

EXPENSES

Apr-18	\$233			\$17		
May-18				\$258		
Jun-18	\$721			\$111		
Jul-18						
Aug-18						
Sep-18						
Oct-18						
Nov-18						
Dec-18						
Jan-19						
Feb-19						
Mar-19						
TOTAL EXPENSES	\$954	\$0	\$0	\$387	\$0	\$0

Balance	\$2,195	\$788	\$5,243	\$4,179	\$2,642	\$705
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Year End Re-Allocation

CLOSING BALANCE

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June 1-30, 2018

Pottery Coop (PMT)	SP EVENTS	GOAT BARN	LRP	COMM	FMT	North Grd	South Grd
-\$323	\$1,466	\$2,000	\$337	\$1,840	\$6,987	\$965	\$4,762

							\$140
	\$1,294						
\$0	\$1,294	\$0	\$0	\$0	\$0	\$0	\$140

		\$55					
		\$480			\$56		\$1,006
	\$225			\$245	\$144		\$268
\$0	\$225	\$535	\$0	\$245	\$200	\$0	\$1,274

-\$323	\$2,535	\$1,465	\$337	\$1,595	\$6,787	\$965	\$3,628
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June 1-30, 2018

		Reconciled			
		Bank	Deficit/surplus		
OPERATING	Totals	Balance			
\$20,445	\$65,798	\$70,030	\$4,232	Mar 31 year end	
	\$0				
\$2,645	\$4,279				
\$2,741	\$3,910				
\$3,911	\$4,321				
	\$0				
	\$0				
	\$0				
	\$0				
	\$0				
	\$0				
	\$0				
	\$0				
	\$0				
\$9,297	\$12,510				
\$849	\$1,448				
\$1,574	\$3,756				
\$894	\$2,608				
	\$0				
	\$0				
	\$0				
	\$0				
	\$0				
	\$0				
	\$0				
	\$0				
	\$0				
\$3,317	\$7,812				
\$26,425	\$70,496	\$ 73,610	\$ 3,114	Jun-18	
	\$0				
\$28,000	\$28,000				
1 year cash					