

Gabriola Commons Council
Notes – March 7, 2017

Present: Bob Andrew, Sharon Pattison, Kim Kasasian, Brenda Fowler, David Szanto, Muriel Wiens, Kit Szanto, Linda St. Clair, Patrick Roux, George Szanto, Maggie Mooney, Judith Roux, Deborah Ferens, Jinny Hayes, Rebecca Furnell, John Peirce.

Facilitation: Bob Andrew and Sharon Pattison; Note Taker: Kit Szanto for Kitchen Stewards.

Note: John Peirce will join Sharon in facilitation next month. Thanks to Bob for his intelligent, balanced and good-humoured facilitation for the last 6 months.

Agenda:

1. Welcome, intro, attendees all gave their names.
2. 20 minute discussion – a discussion of the future after mortgage is paid down (in August 2019). Our gratitude for the many people who have helped us pay down the mortgage, whether in large sums or small. The Covenant Team is almost ready with the Covenant and will post it on the website. The discussion turned to how to ask current donors if they might be willing to continue donating – since we have many needs both to maintain the buildings and to develop the new projects. Much back and forth re how to ask/express this request. One suggestion that was appreciated was to ask our current donors what it was that encouraged them to donate, and why they donated. We might see how we could get some new donors that way. Deb reminded us of the mortgage transferred to the Commons from AGES (intended to complete paying down the mortgage, help with maintenance (cleaning) and consider heritage projects.
3. **April** - Next Council meeting **CPR** will be the focus of the **20** minutes discussion. Other topics for 20 minute discussion – “when is a team a team?” and “Consensus decision making – How governance works on the Commons.”

Team Reports:

- **CPR** - Muriel discussed the question, why do people leave the Commons? It may be because most of us are professionals and see the world, the topics/issues/ concerns discussed the way professionals do (not always consensus-based).

- **STC** - Kit reported the main topic we had discussed was a Tool Library, a project we discussed at our meeting and thought it might very well be a great addition to the Commons.

Kim was asked to report on it, and answer questions. This is a summary:

There is a plan afoot to create a tool library for Gabriola residents. Tool libraries, which have sprung up in the last few decades across North America, lend tools the way public libraries lend books. Our tool library will function as a co-operative of members, with the costs for maintenance and replacement of tools covered by a small membership fee and fines for late return of borrowed items. The current plan is to house the tool library at the Commons, with potential to expand as needs and means arise. The inventory will initially include smaller tools for a variety of uses, rather than the heavy tools that Arbutus currently rents out. The hope is that many tools will be donated (with a tax receipt available for items valued over \$15).

Initially, the tools will be housed in a secure cabinet along with computer software, which will include inventory and borrowing data. Once the cabinet is built, a wish list of the desired tools for the initial phase of the project will be compiled and promoted. Arbutus has been approached and is supportive of the Tool Library project. Patrick Olmsted is providing technical support as shop steward.

This project is initiated by Sustainable Gabriola.

Our next STC meeting is on March 22 at 10 am.

- **TAGS** - Kit reported a need for more Saturday work bee TAGS members.
- **KITCHEN STEWARDS** - Kit and Sharon mentioned a few minor issues, and the next meeting on March 20, 10 o'clock.
- **PMT** - Patrick discussed the renovation of the PHC kitchen, and the need for the flow of information about the various changes between PMT and PHC to continue well, so the Commons understands the details of the work.
- John Peirce reported that the PHC Kitchen needs urgent repairs, for plumbing and electrical components and replacement of hot water heater, estimated at \$2200, half of which will be paid by PHC. Work is scheduled for last week of March 2017, coincident with sink and counter replacement being done and paid for by PHC. Our 50% share of expense goes on FY2018 budget. This is an unexpected urgent expense.

Worked on **FY 2018 Preliminary Budget for PMT**. PMT has been working closely with Finance to get all items properly accounted for on our books. PMT will be started a ledger as of April 1 so we can keep closer control on our

expenses, especially given the delay between incurring expenses and them showing up on the books. Thanks to Patrick for doing this.

- **Covenant** – George and Deborah said there would soon be a new version of the covenant to put on the web site. The team will be on a retreat in April, hoping to finish up the last details of the covenant.
- **FMT** – Judith reported that the prolonged cold winter has delayed ground prep and planting in the different gardens. Allotment Garden policies were clarified: 1. One allotment per family in each garden; 2. Holders of allotments not worked by May will be gently informed of options. Sharon Arnell has been running community event concessions to raise funds for FMT
- **Trustees** – Maggie raised the topic of the Trustees suggesting continuing to be part of the Chamber of Commerce, and whether it should be renewed each year or each 3 years. The support for it being every 3 years was unanimous.
- Deborah is now our Treasurer, being supported by the Financial team. Reminder to teams to draft next year’s budget (with fiscal year end at March 31)
- **Communications** – Jinny reported, and sent on these notes.
Our new tagline: with thanks to all teams for their agreements and suggestions, and to Deb Ferens for the initial idea, new tagline will be “Gabriola Commons: Where land and people meet”. This is inclusive of all aspects of Commons’ life, goals and activities. Research has established that there is no problem with previously mentioned copyright issues. So: website and letter head to show this change ASAP. T-shirts, etc. will wait for the logo.
Logo: this needs to move ahead now that tagline is selected. Two ideas discussed and **teams are invited to call for creative suggestions prior to the next Council meeting**. Please send key ideas and comments to Jinny at vhayes@uvic.ca or 250-247-8898. Also, we have identified a few people who might be asked to render a concept into reality using computer software; if you have further suggestions, please also get these individuals’ contact info to Jinny. Time line: Absolute completion by mid-July (for T-shirts for Fall Fair, among other reasons).
- **Website**: Justin James and Jinny have started this, though there are many details to iron out, including logistics of using our same domain name, etc. Will be using WIX rather than WordPress, due to more accessible funding options. To be seamlessly integrated with social media.
Teams will each have their own sub-page, if desired. Documents can be attached to these pages.

We need lots of **good, uncluttered Commons photos**; please submit to Jinny a/a. Would teams kindly **consider things they want to see on the website, how their members use it or WANT to use it.**

I forgot to put our 2017/18 budget on the agenda. Mea culpa.

Next Meet: At the call of the Convenor.

- **Signage** – Jinny reported on Entrance signs: All finishing is done. Installation hampered by weather. Need to set in concrete (weather dependent). Workbee set for this **March 18**, weather permitting.

Will be allowing some space at placement for the West Sign for widening of that entrance.

Dogs-on-leash and pick-up-after signs:

Need a few supplies, but will likely install five of these at the workbee this Saturday:

Main, East, West, South and at trail from Huxley Park.

Thanks to go in Sounder to Peter Joyes for these once they are in place.

Handicapped Parking, 2 spots.

To be installed on posts similar to doggie signs (like Rollo's).

Timing **TBA**.

Big, North Road signs (see specification drawings attached, thanks to Cameron).

Been holding on these to get the Entrance ones completed.

Materials have been costed; outside-the-team consults on materials to be obtained before final ordering. May be constructed flat (in the Goat Barn?) and then raised. Will need a workbee or two. Would like to have these up by Theatre Fest and Street art, **mid-August**, therefore in time for Fall Fair.

Wayfinding map, large - for end of Workshop. Will be edited at our next meeting. Should also be up **before tourist season**

Note: I forgot to call for budget at March 6th meeting, but we are still in the allocated amounts from 2016-2017, including the special fundraising.

Next Meeting: At the call of the Convenor (we do most work by email).

- **Shop Stewards** – John Peirce reported the Stewards met Feb 24. The Boat School wants to defer Phase One installation of shop benches to the Nov. 2017 – Feb 2018 timeframe. Phase Two work will require fund raising. Patrick Olmsted will continue as Shop Stewards Facilitator, with Bob Andrew as PMT Liaison and John Peirce as Council rep in the short term. Patrick says that he has other people who are willing to join the team so long as they don't have to come to meetings! Next meeting – likely last week of March, trying to find a better time.

Business Arising:

1. Each team should come up with ideas about increasing new members.
2. In May we will review Gertie being here for another year. The Gertie MOU will be attached to notes, and all teams should read it and be prepared to discuss it in May.
3. Judith commented on Village Visioning and suggested it might be something lots of us would like to participate in.
4. The storage of the Lion's tables, chairs, was mentioned, along with request for "community storage".
5. Bob suggested that the Timber Frame building when newly developed could be a home for the Bike Kitchen, infusing new life into the Pottery Studio.
6. Keys & Security should be the subject of June's 20 minute discussion.

Next Council : April 4 at 7 pm **Next Note-Taker: CPR - K. Louise**