

Commons Coordinating Council
Notes from June 5, 2018

Facilitators: Dave Lightly, Heather Menzies

Present: Jinny Hayes, Deb Ferens, Louise Amuir, Bob Andrew, Maya Ruggles, Judith Roux, K.Louise Vincent, Allie Charron

APPRECIATION:

- To PMT for the demolition of dais (raised central walkway) in Goat Barn. Huge concentrated effort, from many hours of jack hammering to efficient disposal of material.
- To Maya and Maggie for their years of careful work on the Finance Team. (see below)

The HEDGE :

- Appreciation for the early spring charette organised by Cameron and Laura-Jean and the synthesis of the input at Council in May: six copies of a large colourful site plan focussing on ideas concerning the hedge were posted on the walls of the room, with an invitation for further input.
- Call for the Hedge group (Dave L., Cameron, Laura-Jean, Louise, +?) to reconvene to create an action plan:
 - Cost of implementation of different project ideas and impact on community
 - Finalizing plan (creating openings, lowering the hedge in part or whole etc.)
 - How to dispose of masses of greenery
 - Determining best timing for action (i.e. re: Brewers blackbirds nesting, events)

TEAM REPORTS:

1. FINANCE TEAM: (Deb)

Year end statements are ready to go to accountant.

Details:

- Need Poetry Gabriola to contribute to insurance because of wood stove
- Need for clarification of Pottery group (mandate, payment for use of kiln etc. in studio
- Lock box at front door repaired.
- Note: \$2,000 was allocated to PMT for costs of demolition of dais in Goat barn After years contributed to the Finance Team Maya and Maggie are moving on. Huge appreciation was expressed for the work they have done! Action: advertise for 2 or 3 people wanting to learn bookkeeping skills from Maya to continue the work. (June 11 next meeting)

2. COMMUNICATIONS TEAM (Jinny)

- Commons Logo:

Tim Gambrill has produced several ideas for a Commons logo, which were circulated for general discussion. Team reps are requested to send out to team members to get broad input for discussion at next Council. (See three preferred logos attached)

- Signage:

Work is about to begin (this Saturday) on the two large Commons signs (“bookending” the Commons near Rollo Centre and Huxley Park). First the large boards will be planed and the final position of the posts marked with pink ribbons on site. Next stage will be pouring the concrete (with reinforcing blades.)

3. KITCHEN STEWARDS TEAM (Maya)

Maya will also be greatly missed in the operation of the Commons Kitchen. She has prepared the team to continue, with new stewards Dawn and Charlotte joining the Team.

Detail: With the dogged persistence of Nancy Laird, who has been sleuthing out the electronic equipment needed to repair the cooler, we are getting closer to resolution of the cooling challenge. This is becoming particularly important with the advent of hot weather of the last weeks which renders the cooling system in the attic inoperable. (See PMT report)

Note: One of the stainless steel pans reported missing from the Kitchen inventory was found by chance by the side of the road! All Commons Kitchen equipment is recognizable (engraved with “CK”) and can be returned without comment.

4. PROPERTY MANAGEMENT TEAM (Bob)

- The dais in the Goat Barn was demolished and removed by the concentrated effort of Don Smardon, Dave Lightly, Patrick Roux and Bob Andrew. A huge job accomplished in short time, with the rubble serving to shore up additional parking space.
- Snow guards have been installed on the portion of steep roof over the main entrance to the farmhouse (at the request of PHC and financed by them.)
- PMT is working on the resolution of the cooler problem in the Kitchen. This requires that the compressor be moved to a cooler setting, a complex project requiring rewiring and careful release of the freon in the compressor.
- The level of water in the pond is still fairly high, indicating that the winter ground water level is still holding.

5. FOUNDATION TRUSTEES. (Allie)

- Nominating Committee is meeting (in preparation for AGM in late fall)
- There will be face to face meeting with the PHC board in a follow-up to the discussion on the PHC lease

- Is there a need for an MoU with Lynn Bowermann and April Viannini on the Field to Table Feast? (consensus that this is not needed.)
- Discussion on the zoning term “accessory commercial”, spelling out the impact of this zoning definition.
- The mortgage on the property ceded to the Commons from AGES (at its dissolution) has been removed. The story is over.
- The Fire Chief has completed his annual inspection of the Commons. The absence of a visible number for the street address was the only note.

6. SHARING THE COMMONS

- Discussion ongoing with Mitch of Gabriola Arts Council regarding August festival - Aug. 16 to 19 (contact: Doug McKnight) Doug was requested to invite Mitch to next Council
- Discussion also with Lynn Bowermann re: Field to Table Feast
- Support for Oceans Day at the Campground with loan of Commons tents and tables.
- Note: Commons tables are currently stored in cold storage room in the Community Kitchen.)
- Ask to Pottery group to submit mandate to Team, along with a budget proposal supporting Hydro costs.

7. FARM TEAM (Judith)

- Planting, weeding, watering are ongoing. More participants would be enthusiastically welcomed.
- Installation of new support system for net over the blueberries is in progress, along with new irrigation system.
- Allotment gardens are looking spectacular, worth the visit!
- The Wednesday market at the Commons is back and seems to be flourishing.
New times: 1:30 to 3:30.

8. EVENTS TEAM

- Next event: Garage Sale. (Saturday July 7)
- Infusion of new blood would be welcome.
- Discussion ongoing regarding Fall Fair. Do we concentrate on popular events such as the Squash Race and reduce the scale of the “agricultural competition”?
(Note: One year we tried to change this to “exhibition” and gave out ribbons not indicating 1st, 2nd etc. place. The reaction was swift. We seem to want our zinnias and apple pies to be recognized as “first”). One idea: invite farmers to prepare displays of their produce to be raffled off and concentrate on this.

9. INFRASTRUCTURE TEAM

- Electrician is involved in moving the compressor of the Kitchen. He has also been asked to initiate the installation of a third 200 amp panel for the Commons (needed for the development of projects like the Goat Barn.)
- Need to put more pressure on Steve Rhicard to complete grading and surfacing of West Parking lot well before the summer events

GENERAL DISCUSSION:

1. 20 minute Discussion topic?

Heather suggested we could focus on the importance of farming on the Commons, noting:

- The Commons is in the Agricultural Land Reserve
- “Cultivation” is an appropriate word to describe a broadening of interest in farming as a culture
- Surprising number of small farms which have developed on Gabriola
- We could look at words like “community agriculture” which are enshrined in our zoning.
- The Friends of the Library have passed on books about gardening/farming to the newly revamped library at the Commons

11. Arts Council music and theatre festival coming up (August 16 to 19). It was suggested that Doug would invite event coordinator Mitch Mayagawa to the July Council.

12. Questions at Community Kitchen raised by Maya blossomed into a broader topic: She was asked to offer space at the kitchen for free when approached by non-profits and felt discomfort about refusing. Nevertheless her role on the Finance Team made it clear that our overhead costs don't permit us to offer “freebies”. How to resolve this?

Discussion: We share by doing. Are there other ways of contributing than with money?

- Now that the mortgage is paid, don't we have enough revenue to relax?
- Answer: There has been a clear drop off of donations now that it has been paid.
- We are a little tired and need to take a break and then burst out with new inspiring energy.
- Projects like developing the Goat Barn would be a good place to put our energy and ideas. Our AGM this fall would offer an opportunity to plan this, with ideas such as a competition to name the barn as a performing arts and cultural centre. To see further details, Andreas Kahre has put a link to a website:
<https://akahre.wixsite.com/goatbarncentre>.

Next Council: Tuesday July 3 at 7 pm



GABRIOLA COMMONS
LOGO DEVELOPMENT | CONCEPT A



GABRIOLA COMMONS
LOGO DEVELOPMENT | CONCEPT C



GABRIOLA COMMONS
LOGO DEVELOPMENT | CONCEPT E

Financial Notes: June 11, 2018, 12:30 pm

Present: Maggie Mooney, Tom Sones, David Chorneyko, Deb Ferens
Regrets: Maya Ruggles

Maya's good news message – she is working full time for a GAC project for the next 6 months. We'll miss her! She is willing to continue posting bookkeeping items for awhile and will continue doing financials with Community Kitchen.

1. Bookkeeping Tasks – done

Lock box on the front door has been fixed – THANK YOU Patrick!

2. Bookings Reconciliation Jan – Mar 2018 (some follow up required).

Decision to reconcile on a quarterly basis – next reconciliation Apr-June 2018

3. May 28, 2018 Minutes – approved ACTION: Deb will put pdf version of minutes on Dropbox.

4. Business Arising from May 28 minutes:

a. BC Hydro: ACTION-deferred to next meeting - review 2015 & 2016 hydro bills to determine PHCs payment – have they been underpaying or overpaying.

ACTION: Ask Maya for BC Hydro online access to account.

b. Bookkeeping Stewards – ACTION: Deb, Maya, Maggie to draft ad for newspaper & submit to Comm Team. ACTION: refer to Trustees.

c. AGES Mortgage – lien on trailer not yet removed – in progress.

5. Year End

a. Tom drafted a question re Land Value for the accountant to consider. See Attached draft.

b. Year End Financial Reports reviewed. Year End books ready to deliver to Accountant.

6. Council Report

- Pottery Co-op: Share the Commons will ask Christine to attend a future Council meeting.

- Parking project: on hold due to contractor availability. Very busy at present.

- Hedge: task force regrouped to bring forward phase 1 action plan including budget.

Next Meeting: Monday, **July 16**, 2018 at 12:30pm

Agreement to schedule finance meetings to the first and third Mondays rather than every 2nd week.

If urgent finance matters arise before next meeting, we will connect by email to follow up on actions. We may have to write some cheques and do a couple of deposits in the interim.

Invite Laura & Elke (Bookings) to next meeting.

ACTION: Maya & Tom will install security feature on the Lenovo.

ACTION: New Rental Agreement Form as revised by Sharing the Commons Team

ACTION: Poetry Yurt – still paying portion of insurance? Deb will check current MOU and if so, will check in with Trustee liaison to ask for payment.

ACTION: Refer to trustees - For 2019 PHC lease consideration – solar consideration of BC Hydro metering and expenses.

Refer to Trustees: Should Commons have some sort of event insurance for the GAC Theatre Festival? update

Deferred to next meeting:

- Should the commons create an invoice for rentals?
- Donations - Process of thanking donors and preparing file for year end receipts.
- Economic/Finance Resilience Policy – David
- Review Monthly graphs idea (Tom) – tool for financial analysis