

GABRIOLA COMMONS COORDINATING COUNCIL

NOTES OF MEETING – OCTOBER 1, 2019

Facilitators: Heather Menzies, Louise Amuir

Notes: Communications Team

1. Opening – Heather began the meeting at 7:00pm with introductions. She then encouraged future note-takers to write fairly brief, summary-type notes of the Council meetings.
2. “De-briefing” session regarding the September 2019 Cultivate Festival – Bob Andrew, on behalf of the Property Management Team, facilitated this 10-minute discussion. Notes were taken and a written summary will be distributed by Bob in the near future to all Teams in order to solicit their responses.
3. Eight-minute Discussion: Broad functioning of the Council Teams – Comments/suggestions
 - a. When a major event is happening at the Commons, better ways are needed to communicate among Teams that are involved in the event
 - b. For a major event, it might be effective to set up a temporary “ad hoc coordinating group” to coordinate the event instead of expecting one or more Teams (who are already very busy) to take on this coordinating role
 - c. Could each Team develop a “field guide” (handbook) that describes their roles and responsibilities (the Trustees have a Field Guide; available online)
 - d. On a central bulletin board at the Commons, could each Team post a list of their current activities, so others (especially newcomers) can learn and perhaps be interested in participating
 - e. Could the Share the Commons Team do the co-ordinating role for large events at the Commons
4. Possible topics for future 20-minute discussions
 - a. Suggestion: Review the format of teams/task forces/etc. given the current context of many groups
 - i. Would not include a discussion of the Commons’ basic values & principles
 - ii. Could include discussion of “organizational ethos” – “how we do things around here”
5. Reports
 - a. Finance Team (sub-group of Trustees Team) – Deb F
No major news to report
 - b. Covenant Team – Judith R
The Team is hoping The Land Conservancy (TLC) Society (in Victoria) would agree to be the holder of the covenant on the Commons property. Two people from TLC visited the Commons in September and were very interested. The next step is a discussion by TLC Board.
Note: Because the Commons property is in the Agricultural Land Reserve (ALR), the Agricultural Land Commission must approve any application to place a covenant on the property, as well as the Local Trust Committee.
 - c. Bookings Task Force (part of Property Management Team)– Deb F
Group is working on a draft mandate with the intent of becoming a separate Bookings Team
 - d. Farm Team – Judith
The Wednesday Night Markets were very successful all summer. Farmers are continuing to sell their produce on Wednesday nights at the Commons.
 - e. Events Team – Judith R
Team is now re-activating with some new people joining the group.

- f. Reservoir Task Force – Linda St. C
The group is actively working on raising \$50,000 to build a large underground reservoir (25,000 gallons). Main fund-raising efforts will be during the next few months.
- g. South Gardens – Stuart W
There is a big increase in new gardeners, and a big increase in volunteer efforts to care for the gardens. Theft and vandalism continue. A new Steering Committee is needed.
- h. Property Management Team – Don
Many thanks to Maya and Mitch for organizing all the workbees to prepare for the Cultivate event. The pond pump is now turned on. Moving the bookings responsibilities to a separate team is a good idea.
- i. Sign Team – Jinny H (notes provided by Jinny)
1. Raffle at Farm to Table Feast (Gourmet basket and \$300 donated gift certificate for Tattooing, raffled separately) yielded \$683 in ticket sales. Jinny obtained the license and assembled the basket with HUGE thanks to business and individual donors (all have been thanked in writing). After expenses, we have \$654.88 for construction of the kiosk, welcoming area and orienting large map at the well-head triangle and signage of trails.
2. Team met, along with Kim, to brainstorm ideas for the kiosk area. Very exciting, but we're just beginning. Look to be like other signage to date, and aim is to be both beautiful and functional.
- j. Communications Team – Jinny H (notes provided by Jinny)
Two in-person meetings since our last report.
- Met with Kim Kasasian and Heather Menzies about their proposed "Infoboards". This commendable work will be better explained by them in future, though we made suggestions for approaches, locations, format and process.
 - Commons Photos Collection: Raymond Tremblay has agreed to take on, oversee, and manage the Commons FLICKR site. We have decided to increase capacity by paying a small annual fee for a "Pro" version (\$50 US). He is now preening and tidying up the photos, some of which are duplicates, unusable, etc. Please submit photos to him using: flickr@gabriolacommons.ca
 - Logo/Commons image. We talked extensively about this project in the light of suggestions arising from the June brainstorming session and the children's art. We will be asking Tim Gambrell to incorporate those ideas into modified and/or new images, and we hope to show you those at the Nov Council meeting.
 - Website. More about this next report.
 - Brochure. We are running short. May do a small run with a few corrections to tide us over to a new design incorporating the new "image" etc. Jan has the required software and can do the pro tem edits. Jan has also suggested that we might try moving to a display card format.
 - COM Mandate. We're working on ours. All teams are requested to revisit theirs, revise and resubmit as needed. Jinny is keeping a list! communications@gabriolacommons.ca
 - Feedback on how things went at Cultivate and the GAC MoU. Done and submitted to Bob for PMT.
- k. Trustee Team – Bob A
AGM is Sunday, October 27, 12 noon.

- l. Grant-Writing Team – George S
The RDN will be announcing their decisions very soon. The Nanaimo Foundation did not accept the Commons application; they invited the Commons to apply again next year.
- m. Kitchen Stewards – Maya
There was a lot of use in September. A new group of stewards is needed. Maya is offering orientation sessions this month for anyone interested. There must be a group of kitchen stewards in place before any bookings can be accepted. Maya plans to finish her involvement with the stewards by the end of October.
- n. Learning Opportunities Team – Maya
There is a research project happening at the elementary school, led by SFU: “Place-Based Learning and Reconciliation”.
- o. Sharing the Commons Team – Heather
Development of the Goat Barn is on hold. The main focus is the reservoir initiative this fall.
- p. PHC (tenant)- Brenda
School groups are gardening. The coupon program for farm food is ending soon.

6. Need for Facilitators for Council Meetings

The three-month commitment for Heather and Louise finishes at this meeting, and there are no facilitators named for the next rotation. The past process of overlapping the three-month commitments is not in place at the moment. There were no offers at the meeting to do the next three-month rotation. Deb Ferens offered to facilitate just the November 5 Council meeting.

7. Next meeting: Tuesday, November 5, 7:00pm at the Commons upstairs.

- a. Chair: Deb Ferens
- b. Notes: Covenant Team

8. Meeting adjourned at 9:10pm.