



2016 Annual General Meeting

25 Sept, 2016, Victoria BC.

Present:

Laura Hebert, Stephanie Ferguson, Rea Fenger, Cheryl DeWolfe, Jay Cummins

Quorum reached.

Agenda approved.

REPORTS:

Annual report delivered by president Laura Hebert. Report to be circulated to membership. Note that change of address needs to be filed with annual report within 30 days.

Financial report delivered by treasurer Jay Cummins. Note update required to add admin fees for annual filing plus final numbers for monies owed.

Further financial discussion revolved around the use of Square as credit card only, to accept debit cards we will need to rent equipment (cost approximately \$30 per month, but no long term contract).

Discussion of transaction options for membership led to further discussion around actions to take and plans leading up to opening of location and the first few weeks following opening including insurance needs, volunteer training, tool cataloguing, and launch party.

ACTION: Stephanie Ferguson will make a checklist and circulate for input.

NEW BUSINESS

1. Nominations for new members

ACTION: tidy up Team page on website -- consistent photos & bios

2. Changes to signing authority

MOTION: Modify to have three signers but require two [m/s/c]

ACTION: Remove Laura, add Rea & Jay.

Mailing address to be shifted to Cheryl's place for consistency as Secretary.

Transition from Laura re: access and goods. Make a document -- things we have access to (e.g. paypal, indiegogo, etc.) username/email and a password hint.

3. Board Roles.

May use terms Chair & Board Members but official titles must match those in ByLaws
Unanimous agreement to appoint Rea Fenger to replace Laura Hebert as President/Chair who is stepping down. Edie Irons is also stepping off the board.

Jay Cummins and Brett Higgon also added to the board officially.

4. Tool Collection

Discussion around suggested use of municipal charity status (not possible), and where to find remaining tools needed. Also noted that we need to finish assessing existing tools,
update tool wishlist, figure out how to mark items, how to store items, etc.

ACTION: Stephanie Ferguson to draft emails to Castle and other hardware and tool sellers

ACTION: all members to keep an eye out for available items on Used Victoria and Craigslist.

Charity status -- not possible.

Used Victoria -- draft emails to Castle, etc. [Stephanie]

5. Volunteers. Stephanie and Aileda will coordinate volunteers and work out how to manage them separately within membership list.

Meeting adjourned.