

PINA Board Meeting October 5, 2016

1: Call To Order: Meeting was called to order at 19:37. Directors present: Gary Weikum, Veronica Zehntner, Doug Naylor, Jane Garcia, Kevin Pistor, Jim MacQuarrie, Jim Menzies. Apologies: Catherine Eck, Dave Carter

2: Adoption of the agenda: Jim Menzies moved, Jim Mac 2nd, Carried

3: Approval of the Minutes of September 7, 2016. Moved by Veronica, Jim Menzies 2nd, Carried

4: Matters Arising From The Minutes:

Mud Bay Dock survey preparations.

- a) The last anchor has not been installed. The work is now on hold due to the tides. It was moved by Veronica 2nd by Kevin that: In view of Larry Iwaskow's tremendous contribution to Mud Bay dock over decades, that P.I.N.A. grant him perpetual free moorage. Carried.
- b) Boats larger than 20 feet at Mud Bay Dock. A notice has been drafted for placement on boats that exceed the size limit and there will be an email address on the notice, for the recipient to contact PINA.
- c) Meeting of all Island service providers. Veronica mentioned that we have not had a meeting of service providers since 2012. It was suggested that a representative from each group be invited to a meeting in January/February of next year, and that annual executive meetings would be a good way to compare notes, plans, issues and concerns. Gary Weikum and Kevin Pistor would coordinate the meeting and Gary will draft an agenda for discussion at the next PINA meeting.
- d) Orientation material for new Directors. A discussion ensued regarding the need for the directors' names and contact info, the terms and expiry date of their position on the board, to be noted on file and on the website. The updating of information in general is the board's responsibility as a whole but typically one person would be assigned to update the website. Jim Menzies volunteered to coordinate and gather information over a period of time.
- e) Strategic plan samples. Jim Menzies brought some examples for the board's review. He advised that the process can take a lot of time and the process itself is as important as the end product.
- f) PINA website. Our webmistress is Denise Bonin, she has been paying for the web hosting and domain name herself - she will be reimbursed by PINA. Jim Mac showed a sample homepage and pricing options. He will put together some information and send to the directors.
- g) Mud Bay Dock committee. Kevin reported that the meeting went well, Al Bishop, Rob Timbrell, Jim Mac and Kevin attended. The meeting clarified the various roles and responsibilities of the dock committee members. A concise version of the dock rules was brought forward, a longer document regarding the rules will be revised. The committee will look into the plan for a reserve fund that would have 1 year's operating costs, and fund raising ideas.
- h) Captain Hook Park. Parks Dept have been notified and Bylaws have been contacted regarding the blocked access.
- i) Insurance for volunteers. Veronica checked with Parks, & volunteer work parties are covered by the City's insurance.
- j) Mud Bay Dock rates. Signs with the new rates and dates have been posted and circulated on Pro-Isle.

5: Treasurer's Report. Veronica Zehntner. No activity on accounts

6: Roads report. Veronica Zehntner. Nothing to report

7: Parks We are confirmed for the City chipping program the end of the month with the clean up of Smugglers Park on the 30th. & the chipper V I Tree, arriving Mon. Oct. 31st.

Kevin moved and Doug 2nd that the reports be received as presented. Carried

8: Correspondence: Nothing to report.

9: New Business.

- a) Update of constitution. This will be updated with amendments and posted on our website.
- b) Auditors. Gary Weikum suggested that our financial statements should be audited either annually or every 3 years. We will research what would be a suitable schedule for an audit.
- c) Proposed letterhead. Jim Mac has designed a new letterhead for PINA.
- d) Terms for Directors. Kevin's term is 2 years, Jim and Jim 3 years.

10: Any Other Business None

11: Next Meeting November 2, 2016. 7.30 at the library

12: Motion to Adjourn: Kevin moved to adjourn the meeting at 9.30, Carried.