BCP Management Team Meeting, October 25, 2023
Minutes

Attendees: Ken Swain, Joanne Swain, Maureen Makepeace-Doré, Gayle Collopy, Diane Anderson, Nancy Fredin, Jolyon Brown, John O'Malley
Regrets: Shirley Buryniuk, Patricia Wakefield, Jim Bell

1. **Approval of Agenda**
   Moved by Diane, seconded by Nancy that the agenda be approved. **Carried.**

2. **Approval of Minutes/Amendments to Past Minutes**
   Moved by Maureen, seconded by Nancy that the minutes of the meeting dated August 30, 2023 be approved. **Carried.**

3. **Chair Reports:**
   a) **Treasurer (Jim)**
   The bank balance is currently $7,495.07.

   b) **Special Events (Maureen)**
   The Christmas Lunch is scheduled for December 13 at the Royal Canadian Legion, Mt. Benson Branch. Members have donated prizes and several new members have volunteered to help. Tickets are $25 and if some tickets are unsold within one week of the event, they will be offered to non-members at the same price. Tickets will be available at the November General Meeting and payment can also be paid through e-transfer.

   c) **Membership (Gayle)**
   There are currently 184 paid and 183 active members, and 4 potential members.

   d) **Activities (Patricia/Nancy)**
   Barb O'Connell and Debra Thomas are taking over the Mexican Train activity lead, and Maggie Doyle has taken over as the Bridge activity lead.

   e) **Programs (Jolyon)**
   The speaker for the November meeting is Bill Sims, General Manager of Engineering and Public Works for the City of Nanaimo. He will be speaking about how a Level 5 drought could potentially affect Nanaimo residents.

   Ken will try and bring four speakers and an amplifier to the meeting to see if he can improve the sound problem.

   f) **Communication (Joanne)**
   Jonn Robertson volunteered to transfer the files on our website dated 2021 or older to an external hard drive and removed them from the website. He identified six Management Meeting files that were missing. The work took over 15 hours. Faye Zinck has located and forwarded three of the missing files to Joanne. Jonn's work is very much appreciated.

Joanne reminded committee members to forward to her any information they would like shared in the Nov. newsletter.

4. **New Business**

a) **Survey Results**

Joanne provided the results of the recent member survey as follows:

- Surveys were sent to 184 members at 166 addresses;
- Of the 166 emails, 148 (89%) opened the survey email (18 have not);
- 92 (62%) clicked on the link to the survey;
- Of the 92 that viewed the survey, 58 responded (32% of our membership);
- Of those 58 responses, 42 (72%) have been members for over 5 years;
- 31 (53%) said they weren't interested in assuming a management/assistant management role.
- Joanne contacted the remaining 16 respondents and received 7 responses. Only one volunteer has potential, and that is Sandy Dimma, who is willing to attend meetings and perform duties that require spending time on her computer.

b) **Bylaw Changes**

Two changes to the Bylaws were discussed and will be presented to the membership:

<u>Bylaw 4.14</u>

1. Under "Special Events, the number of special events to be held throughout the year will be revised to read "A minimum of 2 events per year".

<u>Bylaw 4.1</u>

1. The Website Chair position to be changed to "Website Deputy", reporting to the Communications Chair.

2. Deputies are not required to assume the position of President or other chair positions on the management committee.

A vote on the changes will be taken at the JANUARY MEETING.

c) **Other**

Ken will advise the membership of the Management Committee vacancies at the November meeting and will discuss the possibility of dissolving the club if not enough volunteers come forward. He will ask Ian Kennedy to attend the January meeting and if sufficient volunteers haven't stepped up to fill the vacancies, he will ask Ian to explain the club dissolution process.

5. **Adjournment and Next Meeting:**

The meeting was adjourned at 11:30 a.m.

Next Meeting: Wednesday, November 29, 2023 at 10:00 am, in the Country Grocer meeting room.