



Representing the Residents and Ratepayers of Otter Point, Shirley and Jordan River

www.opsrra.ca

Board Meeting Minutes

Date: April 14, 2014

Time: 7:30 pm

Place: SEAPARC board room

Directors Present: Fiona McDannold, Brenda Mark, Debb Read, Sandy Barta

Welcome and Introductory Comments – Fiona McDannold

1 Adoption of Agenda

Moved: Brenda

Second: Marika

Approved

2 Appointment of Recorder:

Sandy Barta, (followed by Brenda Mark, Marika Nagasaka, Debb Read).

3 Approval of Minutes:

February 16, 2014 Board Meeting minutes:

Moved: Brenda

Second: Marika

Approved

March 23, 2014 AGM minutes as draft:

Moved: Marika

Second: Brenda

Approved as ready to take to next year's AGM

4 Correspondence

4.1 Outstanding Correspondence – None

4.2 Correspondence Received – email regarding conflict of interest

5 Business Arising from Previous Meetings

5.1 OPSRRA Website/PayPal/ F McDannold, S Barta

The PayPal account is set up and we are waiting for confirmation before we can include the link on our website.

5.2 OPSRRA Survey - S Barta

Last survey results posted to the website.

Sandy recommended that when Directors test the survey they should not “submit” the survey as it skews the results if the final survey is different from the draft.

Fiona shared the survey with our Regional Director and MLA.

5.3 Dumping and Garbage – M. Nagasaka

The CRD will move the gate to Butler Main to make access more difficult. Marika would like to have a map showing the logging roads.

We want to continue with this initiative.

5.4 Shirley Jordan River OCP – M. Nagasaka

Marika would like information for the newsletter.

The sensitive ecosystem mapping for the area can be posted to our website and our Facebook page.

5.5 AGM– Fiona McDannold

We had a write-up in the Sooke Voice.

Documentation sent in.

The Service Building facility was very nice and there is no cost, although there aren't kitchen facilities (not much of a problem).

We will send Arnie a thank you card for his donation.

6 New Business

6.1 Scope of OPSRRA activities – F. McDannold

We now have a very small board.

Meeting frequency: We feel that meeting every two months will allow us to deal with business.

Meeting venue: Fiona will see if we can use the Services Building as this will be more convenient.

We still have vacancies and we still need directors.

Newsletter: Marika is still willing to prepare one every month. The calendar is very important as are topical issues such as OCPs.

Duties: Fiona will email OPSRRA members who are sitting on commissions and request reports.

Fiona will write something about the changes to Board activities.

Signs: Bob and Arnie are still willing to help.

Current community issues: The membership will have to tell us about issues they are concerned about. We should encourage our membership to feel free to approach us.

6.2 Newsletter & distribution issues – S Barta, M. Nagasaka

We will transition to using Mail Chimp to send out a notice that the newsletter is posted to our web site.

Sandy reported on her meeting Marlene Barry of the Sooke Volunteers. There may be a way to post our newsletter on their website, but this format may not be suitable for our purposes and we will still need to distribute notice that the newsletter is posted.

7 Updates on Responsibilities of Directors

7.1 Treasurer's Report –Brenda Mark

March Report Chequing/Savings:

Deposits	\$5.82
Withdrawals	\$0.00
Total Bank Assets	\$1,525.04

March Report Petty Cash:

Deposits	\$0.00
Withdrawals	\$0.00
Total Bank Assets	\$49.36

Total March OPSRRA Assets: \$1574.40

April Report Chequing/Savings:

Deposits	\$240.62
Withdrawals	\$31.82
Total Bank Assets	\$1,733.84

April Report Petty Cash:

Deposits	\$65.00
Withdrawals	\$0.00
Total Bank Assets	\$114.36

Total April OPSRRA Assets: \$1848.20

Moved: Brenda

Seconded: Marika

Approved

7.2 Membership Report – Sandy Barta

No change from the AGM report.

7.3 LUC Meetings – Brenda Mark , F McDannold,

We should have a director attend if there is something that will impact the community. Fiona will go to the next meeting as there will be discussion about the medical marijuana facility. Fiona receives the agenda and will ask who can attend a meeting if an issue comes up.

7.4 Liaison with Regional Director – Fiona McDannold

Nothing to report.

7.5 Liaison with Shirley – Brenda Mark, Fiona McDannold

Nothing to report.

7.6 Liaison with MLA – Fiona McDannold

Nothing to report.

- 7.7 Liaison with First Nations
Put under new business as necessary.
- 7.8 Governance Activities
Put under new business as necessary.
- 7.9 Regional Sustainability Strategy Review:
Put under new business as necessary.
- 7.10 OPSRRA On line Services – Sandy Barta
- 7.11 OPSRRA Newsletter – Marika Nagasaka,
- 7.12 Publicity/Logo – S Barta, , M Nagasaka
Logo done. Put publicity under new business as necessary.
- 7.13 Community Signage
Bob, Arnie and Murray agreed continue to look after these. We will find out if we can get a grant for a Jordan River sign, and find out if Jordan River members want to have a “welcome to Jordan River” sign.
- 7.14 JDF Parks and Recreation Commission
Sid Jorna agreed to report. Add to the new item 8, ““Other organizations and commissions””.
- 7.15 Otter Point Fire Department
Add to the new item 8.
- 7.16 Shirley Volunteer Fire Department
Add to the new item 8.
- 7.17 Kemp Lake Waterworks District
Ask Bob Phillips if he is able to send in reports. Add to the new item 8.
- 7.18 Community Forests
Ask Arnie if he is able to send in reports . Add to the new item 8.
- 7.19 Liaison with Jordan River – Debb Read
Debb is in contact with the navy about their shooting. There are also problems with people shooting in the area.

Add “Other organizations and commissions” as a new item 8. We will continue the discussion at the next meeting. We still need to discuss the other JDF commissions

8 Date for Next Meeting: June 23, 2014.

9 Adjournment Moved by Sandy at 9:40 pm