

**BCGREA Victoria Branch  
Executive Meeting  
August 23, 2022, 11:00 a.m.  
MINUTES**

**Attended:**

Sarf Ahmed, Barbara Golder, Karin Heimlich, Laura Lam, Ed Forbes, Sonja Ruffell, Jane Rutherford, Terry Prentice, Marilyn Spence, Gerry Buyden.

**Note** that Ed and Gerry left the meeting shortly after their presentations.

1. CALL TO ORDER: 10:31 a.m.
2. APPROVAL OF AGENDA:  
**MOTION 1: To approve agenda.**  
M/S Gerry/Marilyn, Carried.
3. APPROVAL OF MINUTES: Executive Meeting of July 12, 2022  
**MOTION 2: To approve minutes.**  
M/S Marilyn/Terry, Carried.
4. BUSINESS ARISING:
  - a. Final approval of 2022/23 Branch 1200 Budget
5. CORRESPONDENCE: Nothing to report
6. DIRECTORS' REPORTS:
  - Treasurer (Ed)  
Preliminary Budget for 2022/23 Budget:  
(Discussion)
    - It is understood that:
      - membership fluctuates and that a new branch will be up and running in November.
      - the meeting budget will increase as we transition back to regular in-person meetings.
    - Laura mentioned that sending out e-form newsletters would reduce the budget.
    - Subsidies and Communication: Ed sought direction on subsidies as we move out of the Covid restrictions. An off-line discussion with Barbara and Marilyn would be best.  
**ACTION 1: Subsidy discussion to include Ed, Barbara and Marilyn.**

- **Note:** The final approval of the budget will be at the next Executive Meeting on September 27, after the budget is discussed with members at the September 13 General meeting.

**MOTION 3: To accept the budget as amended.**

**M/S Ed/Sonja Carried.**

**ACTION 1: The motion for final approval to be moved at September 27 Executive Meeting.**

- Barbara requested the budget presentation for the general meeting be a high-level simplified version.
- FYI: Fiscal year ends the last day of June. A new fiscal begins July 1<sup>st</sup>.

**ACTION 2: Ed to prepare a simplified version of the budget for the general meeting.**

- Membership (Jane)
  - The way to record may change, hopefully be more simplified. Jane will know more in October.
  - Jane mentioned she needs to order supplies soon.
- Communications (email, newsletter) (Laura)
  - The E-bulletin has been reformatted to look more like a newsletter and make it more visible on website. E-bulletins go out the last Saturday of the month.
  - A Cosco virtual townhall meeting invitation to discuss housing with David Eby will be published in the September e-bulletin.
  - Laura asked Sonja/Marilyn if we are getting cards from Tammy. Marilyn advised she will be ordering more for Fall/Winter.
- Provincial Report
  - Barbara updated executive on Recruitment and Retention Committee's merchandizing meeting. It was suggested that each branch could coordinate items for purchase ( i.e., hats, T-shirts) and liaise with other branches to contain costs where possible. Barbara Billington is working on merchandising section on the website.
  - Terry mentioned the Constitution and Bylaws on the website are out of date. The Table Officers are meeting Sept. 5. Terry doesn't expect there will be a new set any time soon, but it is underway. Sarf mentioned that a meeting will be held at AGM on Oct 17. There should be a new set by Spring 2023 but he doesn't expect significant differences. The ones on the website need to conform with the Societies Act.
- Program (Gerry)
  - Gerry is waiting for some people to contact him to confirm the September presentation for the General meeting. October and November are confirmed.
  - Gerry mentioned that it is a bit complicated for him to arrange presentation of information for a hybrid model meeting, noting swapping of slides, camera, photos, etc.

- Discussed promoting general meetings as a get together, a social event to increase attendance. Keep meetings short and have social time after.

**ACTION 3: Laura to incorporate for upcoming E-bulletins.**

- Telephone (Sonja)
  - It has been quiet lately. Work continues on contacting members not on DCO.
- Goodwill (Sonja)
  - One card of condolence sent.
  - Sonja needs more envelopes soon. Karin was given a full box and will get them to Sonja.
- Social/House (Marilyn)
  - Strawberry Vale Hall at 11 High Street has been booked for general meetings for Sept 13, Oct 11 and Nov. 8. Marilyn is planning for 40 people to attend, including executive.
  - Quality Foods meeting room at Eagle Creek mall has been booked for the 3 Sept. 27 and Oct. 25 executive meetings.
  - Marilyn is working on the Dec. 13 Christmas lunch.

7. PROJECT UPDATES:

- a. Draw for member gift cards: The draw will be held at the September general meeting at Strawberry Vale Hall as we are meeting in person again. We had increased the amount of draws during Covid as we weren't paying for meeting spaces. Agreed that the draw will be reduced to three members, two of which will be present at the meeting.

8. NEW BUSINESS:

- a. Preliminary Budget 2022/23 (See Treasurer's report)
- b. Subsidies and Communication (See Treasurer's report)

9. NEXT EXECUTIVE MEETING: September 27, 2022 at 10:30 a.m. Location, Eagle Creek Quality Foods upper meeting room

10. ADJOURNMENT: Motion to adjourn the meeting. M/Jane 12:15 p.m.