

## Commons Council Minutes of Zoom Meeting September 1, 2020, 7pm

### **Acknowledgement of FN Traditional Territory (Maya)**

Acknowledged that we are on the land of the Hul'q'umi'num' speaking Snuneymuwx First Nation. She is excited to see what comes of the GESS/SFU Intergenerational Land Based Learning proposal presented at the March Council.

### **Welcome & Check-in (Participants)**

Don Smardon, David Lightly (Co-Facilitators), Bob Andrew (Minutes), Maya Ruggles, Deb Ferens, Mary Anne Richards, April Vaninni, Carol Ferguson, Bobbie Blue, Shelagh Huston, Doug Scott, Sandy Murray, Jinny Hayes.

### **Agenda Review**

20 min. discussion re getting clarity about the PHC offer to fund a renovation of the South Gardens irrigation system removed at the request of Bob Andrew. The discussion will be pursued in a smaller forum (some Trustees, PHC reps) and report back to Council in future. Another plea was made to all who have reports to submit them to the Note/Minute taker in writing to facilitate recording of the meeting.

### **Presentation by GAC re Cultivate 2021 (Mary Ann)**

Proposal was submitted to team reps a few days ago.

Commons liaisons named: Bob Andrew Doug Scott & Shelagh Huston to liaise primarily with Bobbie Blue.

Many issues addressed:

- Community Kitchen would be used as it was last year.
- If Covid restrictions are still in effect, GAC would spread Cultivate through the broader Community with some offerings still on the Commons
- Set up and take down times would centre around infrastructure with minimal interference of public use of the grounds
- Hope to get approval soon from the Commons - ie, yay or nay re: holding Cultivate on Commons grounds. Agreement had previously been agreed to: July 1-4 2021
- Much general discussion. As most teams had not had time to discuss the proposal, it was agreed that a shortened proposal would be sent out to Teams with a time limit for response: Sept. 9th. Action: Jinny to send out the proposal; GAC to shorten the proposal by removing the previous MoU; Doug to collect and collate responses from the Teams. It was noted that all feedback to date was positive and there is support around the Council table. If the answer from the Commons is a general "Yes" then details can be worked on throughout time before July 2021 Cultivate Festival.
- GAC offered to take on any infrastructure needs to alleviate pressure on the Commons.
- A better designed and synthesized feedback mechanism needs to be worked on (evaluation

to take place at end of the Festival). GAC did review the feedback that came out of last year's festival and addressed the issues raised.

- Finance Team would like to certain that they are included in all considerations as Cultivate develops.
- GAC representatives then left the meeting.

## TEAM REPORTS

### Bookings (Maya)

Maya is going off Bookings, but she and Deb are a taskforce preparing for the future.

- Bookings email address is being checked; we'd like this email to continue to be the first place for inquiries to come in.
- Have composed a call out seeking 1-2 people to help with Bookings work, and this will be sent Communications Team for assistance in getting it out through the various avenues.

### Trustees (Maya).

Re. Cultivate proposal (sent Aug 27<sup>th</sup>): haven't had a chance to meet; will discuss at next meeting and submit feedback ASAP. Appreciate the detailed proposal.

1. On track with MOUs; next one up is GERTIE; trying to find some detail about our agreement around snow removal; will be in touch with GERTIE Board about this.
2. Linda Neilson has resigned as a trustee; her roles were signer (will be changed at the CCCU) and Co-chair (Bob to be sole chair until next slate of trustees comes on board).
3. Poetry Gabriola has asked for a letter of support for a grant application for their upcoming programming; trustees have provided the letter of support; details of their proposal for the programming are being worked out.
4. Nominations: David L. picking up all the slack for this committee; our bylaws say the committee should be 3 people with one being a non-trustee. Three of the current trustees are up for at least one more year; need at least 4 nominees in order to get to our minimum number of 7. Recommended that more be sought to allow for any resignations. Jinny volunteered to help with Nominations.
5. Working on AGM; challenges for online forum, e.g. how to do voting/ballots; potential date: Oct. 18<sup>th</sup> 2pm.
6. Insurance: we have very little info and clarity about our insurance, especially in regards to our liability; insurance market is very volatile right now and costs will go up; Don and Deb working on this file and in process of getting quotes.

7. Don suggested that role of 'Keeper of the Keys' (a surprisingly complex responsibility) move to PST. Trustees agreed.

8. Stewarding Legacy giving: asking Finance to draft a policy to guide the development of gifting agreements; we have a good track record of negotiating terms of donations (e.g. AGES); do we might want to contact Patsy Ludwick about her original inquiry.

9. Next meetings: Sept. 8<sup>th</sup> and 22<sup>nd</sup> at 2:30pm

#### **Finance (Maya)**

Re. Cultivate proposal (sent Aug 27<sup>th</sup>): haven't had a chance to meet; will discuss at next meeting and feedback in ASAP. Also appreciated the detailed proposal.

Re. Communication documents: have had a little discussion but want to take some more time with them; will get feedback to COM and next Council.

Re. Commons Zoom account: appreciate Jinny's account and her time in setting up meetings.

Q: Is it possible to set up multiple login passwords? A: Only other account holders can be appointed as Zoom co-hosts.

1. Recommending that we move the Legacy Fund portion of AGES donation (\$21,000) to a high-interest, low-risk account (eg, a GICC). Doing some research on best option; suggestions welcome; timeline: move it before the end of the fiscal year March 31, 2021.

2. Quarterly reports ready and attached to teams as a PDF; PDF will not appear on the website. Included: April 1 to June 30, 2020 Income Statement, Balance Sheet, and team/project restricted funds. Contact [finance@gabriolacommons.ca](mailto:finance@gabriolacommons.ca) if you need a different format.

3. Teams to please submit their budgets; there is a template if needed.

Next meetings: September 7<sup>th</sup> and 21<sup>st</sup> at 3pm.

#### **Property Stewardship Team (Bob)**

- PST putting \$3,500 from their allocation towards the reservoir project.
- The reservoir itself is nearly completed but there is still a lot of work to do in the supporting infrastructure, eg, pump, hookups, electrical, landscaping. It will be an ongoing project for some time. The project has brought about quite a bit of traffic flow changes so this has been referred to the "Design Group" for input.
- Don is working on the PST budget.
- Sorry to see Linda St. Clair depart from this Team, and the Commons in general.

### **Learning Opportunities Team (Deb)**

**NOTE:** World Commons Week is Sept 30 to Oct 9 this year.

- Elder Space at the Commons Proposal (presented to March Council by GES & Intergenerational Land-Based Learning for Reconciliation on Gabriola Island)

This proposal is very important to LOT. Historically, in 2014 Mary Wilson brought the information about GES Intergenerational Land-Based Learning for Reconciliation on Gabriola to Commons Council from LOT. Maya has been a link between the project at the school and the Commons.

- Discussed the emerging idea put forward by LRP Team regarding a "Commons Stewardship Centre". LOT supports the concept and would like to see the Elder Space discussed in light of the Stewardship Centre idea.

**ACTION:** LOT will approach LRP Team with Elder Space proposal to be included in Stewardship Centre idea, approach Covenant Team with same idea and check in with Sharing the Commons Team.

LOT responses to the 4 requests from Council for Team feedback

- 1. Description, mandate and role of Council. A Task Force has been struck to look at this, to be activated after the October AGM. LOT Response: supportive of the idea. Will discuss in Sept and get input to the Taskforce. Also looking forward to the report that this taskforce brings to Council.
2. LOT has presented its budget.
3. Commons getting a Zoom Account: Aware that COVID may keep us in a Phase 2/3 for some time. LOT team is small so can meet in-person but also would like the option of Zoom for many reasons. Recognize the limitations of "free" Zoom (annoying renewals every 40 minutes, etc.) Appreciative of Jinny's Zoom account and her generosity and time. If COVID remains long term it would be beneficial for the Commons to have its own Zoom account.
4. Poetry Gabriola wifi for yurt at their expense: In recognition that wifi on the Commons is a big issue (health, etc.) and this will take time to attend to, we support a HotSpot for now emphasizing that it is temporary, paid for by PGS, COVID related and once agreement is reached, that an addendum could be added to the MOU with timeline, financial implications and "temporary".

LOT Team has not yet had a chance to meet to review and provide feedback to the GAC Cultivate proposal.

### **Covenant Team (Deb)**

Nothing new to report; Continuing with work on the Agricultural Land Commission Covenant Referral Application.

Have not had a chance to response to the GAC Cultivate proposal.

Next meeting Sept. 4 @ 2 pm

### **Covid Taskforce (Deb)**

To meet soon, when we will review access for the winter weather.

Commons COVID-19 Phase 3 Plan still in effect. Thanks to all for attention to COVID-19 requirements!

There has been a variety of outdoor use of space on the Commons throughout the summer including the Weds Music Workshop, Tai Chi and yoga, gardening & Sat workbees, Reservoir Project, farm team sales, Paul Gellman concert, and general meanderings and wanderings on the land. Other events are forthcoming. Much positive feedback.

### **Communications (Jinny)**

We have not met in person this month, but everyone (3) checked in by e.mail on the 4 items arising from last Council.

Next in-person meeting: TBA.

1. We've had no feedback at all on our two documents: Commons Messaging Guidelines (*Talking about the Commons*) and Communication Plan (*Building a Strong Commons Identity*). We'll likely assume these are OK unless we hear from teams otherwise. Same with our mandate, tabled two meetings ago.
2. Website: Could have a quick look at it tonight if there is time.  
We continue to seek ideas about content and photos, so please get these to Jinny at [communications@gabriolacommons.ca](mailto:communications@gabriolacommons.ca).
3. Ideas arise as Jinny works on the website, eg, the Council description question.
  - Another thing that's come up is how complex the Commons looks because of all the TYPES of groups in our governance (these have not been articulated the same on the old website and in the *Field Guide*). Could we for now have only 2: teams and project groups? How would we decide about this?
  - Jinny also does the final copy edit and combination of documents for Council Notes (after they go to the co-facilitators), and a question has just come up is: Why does Council have Notes and teams have Minutes? Do you think Council could convert back for clarity with the public?

### **South Gardens (Doug)**

- Some garden thefts now being reported.
- Sweet Pea program: would like to take their produce to the Sat. market. No objections.

**People for a Healthy Community** (submitted in writing in advance by Brenda, read by Don)

- 1) looks like Ministry of Health is going to open seniors' day programs that are not attached to residential care beginning in September
- 2) The PHC Board and Commons Trustees held their regular monthly meeting. PHC has started discussions with a community partner to reallocate funds for the irrigation and greenhouse funds BUT PHC will relook at the grant budget in the fall and if funds are available, we will submit a letter of request to the Commons Trustees for review and discussion.
- 3) PHC Board has informed the [Commons] Trustees liaison members that we have decided to relocate the majority of the programs off the Commons property in a timeframe of 3-5 years. We have outgrown the space and will only need one office in the future to coordinate the gardening programs and the school food (hot lunch, breakfasts, lunch snack) programs. We hope that the Commons will continue to let us garden and use the kitchen in this manner.

If there are any questions please can email me or call 7311 and Brenda will get back.

**Poetry Gabriola** (submitted in writing in advance by Melissa, read by Jinny)

We have already discussed [the wifi installation request] with the Property Stewardship Team; however ... the basic request [to teams] is for permission to have wifi installed at our own expense via the goat barn. As a note, we are aware of those who may be sensitive to wifi and we would only turn it on when in use for limited classes and times. These would be scheduled and the Commons would be aware of those times.

As you know Zoom and online classes may [have to] continue for some time and having wifi would really support our local activities to continue to offer small groups and live online gatherings.

Questions & Comments:

- There are three connections now on the Commons: 2 at PHC and 1 for Commons + 2 over at school.
- PG would pay for installation and ongoing expenses.
- Council is supportive.
- Details need to be added to the MOU; Trustees to take this on.

## OTHER

Jinny's **Zoom account** is available for all Commons meetings; it expires April 6. David Lightly is designated as Co-owner of the account and can set up meetings also. Suggested that maybe the Commons could purchase an account after April 2021 if one is still required.

**Team Budgets are due to Finance:** [finance@gabriolacommons.ca](mailto:finance@gabriolacommons.ca)

Question from South Gardens as to whether they need to submit a budget as they basically do their finances in-house (these still go through the Commons books). It was noted that if

unallocated funds come up it would be good to have a budget from the South Gardens so it would be possible to consider allocating some of the \$ to the gardens. Action: Deb supplied the **Budget Template for any team to use (attached for teams but not to website).**

**Upcoming Fundraiser for the Commons:** Don Buskirk is having two film series at the Roxy, the proceeds of which will go to the Commons; Covid protocols well set out. See your Communiqué newsletter. Communications has already expressed that they would like \$1,000 of the estimated \$2000 donation.

Need at least one new Co-facilitator for the Council so a rotation can continue as set up by Council and designated in the *Field Guide*: 6 month terms with 3 month overlaps. Don will step down; **teams to make suggestions for his replacement and future facilitators.**

### **APPRECIATION**

Everyone appreciative that we are doing well - and we need to go home 'cause it is well past 9:00.

### **NEXT MEETING**

October 6 at 7 pm; same Zoom link: <https://us02web.zoom.us/j/88183313278> Meeting ID: 881 8331 3278

Notes/Minutes the responsibility of Bookings TF, or failing this, Communications.