

**Minutes of the Gabriola Commons Foundation  
Annual General Meeting  
November 21<sup>st</sup>, 2021**

**Participation:**

- Bob Andrew, David Lightly, Maya Ruggles, Don Smardon, Heide Brown, Shelagh Huston, Mary Wilson, Judith Roux, K. Louise Vincent, Jinny Hayes, Lino Vella-Gregory, Cameron Murray, Laura-Jean Kelly, Robbie Huston, Gloria Filax, Patrick Roux, Niel Huttan, Bob Martin
- Facilitated by David Lightly
- Minutes by Don Smardon

**Agenda:**

Welcome/Introductions/Acknowledgement – David Lightly  
Agenda review – David Lightly  
Minutes of 2019 AGM – David Lightly  
Annual Trustees Report – Don Smardon  
Annual Financial Report – Maya Ruggles  
Election of Trustees – David Lightly and Laura-Jean Kelly  
Questions and Answers  
Meeting Closure

**Welcome and Check-in**

- David Lightly acknowledged that we are on the unceded territory of the Snuneymuxw First Nations.

**Agenda Review**

- David Lightly moved that the agenda be accepted, seconded by Gloria Filax. Passed.

**2020 AGM Minutes**

- David Lightly made a motion to accept 2020 AGM Minutes, seconded by Shelagh Huston. Passed

**Annual Trustee Report – By Don Smardon**

**Trustee Team Mandate**

*The Trustee team oversees the financial and legal aspects of the Commons to meet the requirements of a non-profit registered charity. The Gabriola Commons Foundation (GCF) is the entity which holds title to the property for the benefit of the community and through which charitable donations flow.*

*Legal and Financial issues are addressed with due diligence and transparency in the best interests of the health and well-being of the Commons.*

*The Trustees are a team in keeping with the governance and organizational structure of the Gabriola Commons, holding a place of shared responsibility with all other Teams around the Gabriola Commons Coordinating Council table.*

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Last year's AGM was our first under the cloud of COVID 19. We ran a hybrid meeting from the Gabriola Arts & Heritage Centre and over Zoom. Cameron Murray and Deborah Ferens were elected as Trustees. Mary Wilson, Mitch Miyagawa and Laura-Jean Kelly were nominated, but could not stand

for election due to membership issues. They were subsequently appointed at the first Trustee meeting after the AGM, bringing the total to eight.

One of the important functions of the Trustees is to foster and maintain a healthy relationship with other groups/non-profits on the Commons. This is done by negotiating Memorandums of Understanding (MOUs) with these groups. At this time we have agreements with: the Gabriola Arts Council, the Gabriola Community Bus Foundation, the Gabriola Lions Club, the Gabriola Tool Library Association and the Poetry Gabriola Society. Presently, all our MOUs are up-to-date. Thank you, Deborah Ferens, for all your diligent work. Our next big task will be negotiating a new lease with People for a Healthy Community (PHC), which is due 31 March, 2022.

The Covenant Team, an arm of the Trustees, announced in August that the Commons has been granted permission to register a conservation covenant in the Agricultural Land Reserve by the Agricultural Land Commission. The next step is to find an organization to hold the covenant.

The Trustees are grateful for the ongoing support of other Commons teams and the always helpful direction of Council.

The Annual Trustee Report was moved by Don Smardon and seconded by K. Louise Vincent. Passed.

### **Annual Financial Report – By Maya Ruggles**

First thing first: The external accountant, K.D. Beausoleil & Company Inc. completed a Review Engagement of the financial statements for the year ending March 31<sup>st</sup> 2021 and found them to be in order with no issues.

In 2017, the Trustees Team committed to creating a Finance Team that would work collectively to steward the finances of the Commons Foundation. Our team continues to grow, with Mary Wilson taking on the Treasurer's role. It's a true pleasure to work with Deb, Suzi, Don and Mary! We keep up with the financial story of a very complex and dynamic organization with diligence and success. We continue to develop tools for keeping transparent and useful financial records, and doing so within the context of a living Commons.

Since its beginnings in 2005, the Gabriola Commons Foundation has received the majority of its financial support from the community through direct appeals, monthly giving, generous donations, and signature fundraising events. This intentional approach, which we hope supports practices of commoning, tends to

- build direct community participation,
- remove the commodification of activities, and
- minimize dependence on government and other funding agencies that often require features beyond the scope of the Commons capacity.

The Reservoir is an excellent example of this approach. With help from our community, we registered the Reservoir FULL in January of 2021. I want to thank the Reservoir Project Team for their focussed attention to building this wonderful Commons asset, now being used as a stage venue as well - talk about stacking functions! I also want to offer deep gratitude to all the folks who gave financial support to this project – we raised \$57,000 from community donors including individuals, community organizations and other Commons' teams. Together, we've accomplished an important improvement to our water infrastructure, which will help to feed our many gardens and protect the pond's ecosystem.

As you can see from the 2021 FY Balance Sheet, the reservoir Capital Asset value is \$49,845.66 with \$7,129 remaining in reserved funds to cover final project costs in the early part of the 2022 fiscal year. The Gabriola Commons Foundation Balance Sheet and Income Statement for the 2021 Fiscal Year (Apr 1, 2020 to Mar 31, 2021) are available. If you have questions, please share them.

Thank you for hearing my report.

The finance team can be contacted by emailing [finance@gabriolacommons.ca](mailto:finance@gabriolacommons.ca)

The Annual Financial Report was moved by Maya Ruggles and seconded by Jinny Hayes. Passed.

A thank you for the Trustee's work over the past year was moved by Shelagh Huston and seconded by Heide Brown. Passed.

### **Election to the Board of Trustees**

Laura-Jean Kelly and David Lightly from the nomination Committee ran the election.

David Lightly, Deborah Ferens and Cameron Murray are staying on for another term.

Maya Ruggles and Don Smardon will be retiring from the Board.

Standing for election are: Mitch Miyagawa, Mary Wilson, Laura-Jean Kelly and Gloria Filax.

Nominations were opened to the floor. No nominations were received.

Mitch Miyagawa, Mary Wilson, Laura-Jean Kelly and Gloria Filax were elected to the Board of Trustees by acclamation.

The Trustee Team will determine the length each trustee serves.

Laura-Jean Kelly moved that we accept the slate, seconded by Maya Ruggles. Passed.

### **Questions and Answers:**

Louise K Vincent announced that a proposal will be brought to December Council to move the Commons to a Stewardship Model.

### **Meeting Adjourned:**

The meeting was adjourned at 1:45 am, moved by Don Smardon, seconded by Maya Ruggles. Passed.

