

**D R A F T**

**MINUTES  
of the  
BOARD MEETING  
of the  
GABRIOLA ISLAND RECYCLING ORGANIZATION (GIRO)  
Monday, August 11, 2014-08-18**

**PRESENT;**

Jackie O'Hara, President; Michelle MacEwen, Vice President; Margaret St. Denis, Secretary; Peter Dzierzawa, Treasurer; David Andrews, Susan Brown, Neila Coe, Peter Joyes, Bruce Taylor

**INVITED GUEST:** Nancy Hetherington Pierce

A quorum was present and the meeting was called to order.

**Motion: St. Denis  
That the agenda be adopted as presented.  
Carried.**

**Motion: Jackie O'Hara  
That the minutes of July 10, 2014 be approved.  
Carried.**

**CORRESPONDENCE**

1. Gift Agreement Form received from the Gabriola Historical and Museum Society for an Autoharp and a Medal, donated by GIRO to the Museum.
2. Thank you letter from T. Robattaille for the bursary received by her daughter Casielle.

**TREASURER'S REPORT: Peter Dzierzawa**

**Motion: Peter Dzierzawa  
That the treasurer's report be accepted as circulated.  
Carried.**

**Motion: Bruce Taylor  
That the motion recorded as Item (4) of the Minutes of May 5, 2014 with respect to hiring a professional bookkeeper, be rescinded.  
Carried.**

The treasurer noted that the person referred to in Item (4) has been notified of this decision.

## **ITEMS BROUGHT FORWARD FROM PREVIOUS YEAR**

Several items brought forward from the previous year were deferred until more information is available on certain items, , and to enable this inaugural meeting sufficient time to discuss how the board wishes to operate, and to finalize board organization. The items are listed below.

- Begin the next stage of work on long-range planning for GIRO.  
**Action:** deferred until present board members have had an opportunity to review report of the community planning session held on December 1, 2013.
- Items arising from the AGM on July 15, 2014:
  - File bylaw amendment from April 2013 AGM with the BC Registry (to change term of President from two to one year, and the term of Vice President from one to two years)
  - **Action:** Postpone until a review of the bylaws to determine if additional changes need to be made.
- Review rules of federal charities to determine what the GIRO Board can and cannot do.
  - **Action:** deferred to September board meeting.
- Review current Board Policy on nominations for the Board of Directors.
  - **Action:** Deferred until September board meeting.
- Clarify depreciation of assets from one year to another (way of recording assets)
  - **Action;** Postpone to September board meeting in order to prepare information.

## **NEW BUSINESS**

- **Filing of Annual Report for a Non-Profit Society to BC Registry by August 15, 2014.**
  - **Action:** Margaret St. Denis will prepare and send this report on August 12, 2014.

### **Board Organization:**

**Motion: David Andrews**

**That the board move away from a working board to a policy board.**

**Carried.**

**Motion: Neila Coe**

**That the board adopts the Terms of Reference for each committee, as distributed and amended.**

**Carried.**

The Board concurred that a policy review and preparation committee be established in September

**Motion: Susan Brown**

**That the Board approves the following members of each committee, as follows:**

1. Communications: Members: David Andrews, Peter Joyes.
2. Personnel: Susan Brown, Michelle MacEwen, Margaret St. Denis
3. Property and Facilities: Peter Dzierzawa, Neila Coe, Bruce Taylor
  - Resource Person: David Andrews

**NEW GIRO MEMBERS**

**Motion: Peter Dzierzawa**

**That Tammy Kinlock and William Kinlock be approved as members of GIRO. Carried.**

**DATE, TIME AND PLACE OF NEXT MEETING**

Date: Board meetings will be held on the third Monday of every month

Date of Next Meeting: September 15, 2014

Time: 10:00 a.m.

Place: Upstairs meeting room at The Commons.

(Jackie will book the meeting room)

**SUBMISSION OF REPORTS FOR EACH MEETING.**

Written reports for each meeting will be sent to the secretary four days in advance of each board meeting.

**MEETING ADJOURNED AT 9:40 p.m.**