

Mayne Island Community Chamber of Commerce Board Meeting
January 19, 2021
6:00 pm on Zoom

Agenda Item	Responsibility
1. Additions to the Agenda	Brian
2. Approval of the Agenda	Brian
3. Approval of the November 10, 2020 Board Meeting Minutes	Brian
4. Correspondence	Brian, Lauren
5. Treasurer's Report	Colleen
6. Membership Report	Lauren
7. Marketing Committee Report	Kat
8. Executive Officer Report	Lauren
9. Brochure -DMO Asset Funding Application	Lauren
10. Welcome Bag	Kat
11. Mile Trees	Annette
12. Grant funding	Kat
13. Adjournment	Brian

In Attendance: Brian Dearden (President), Colleen Fraser (Treasurer), Kat Ferneyhough (Secretary), Lise Magee, Drew Ferneyhough, Sharon Hinton, Lauren Underhill (Executive Officer)

Regrets: Annette Witteman (Vice-President)

Meeting brought to order at 6:01pm

1. Additions to the Agenda
 - a. None
2. Approval of the Agenda
 - a. **Motion to approve the agenda by Sharon Hinton, seconded by Colleen Fraser.** CARRIED
3. Approval of the November 10, 2020 Board Meeting Minutes
 - a. **Motion to approve the November 10, 2020 Board Meeting Minutes by Colleen Fraser, seconded by Sharon Hinton.** CARRIED
4. Correspondence
 - a. Regular emails coming in, Lauren answering
5. Treasurer's Report
 - a. \$51,561.78 in bank as of last statement, likely around \$52,000 to date.
 - b. Lina has done the 2019 financials, a deposit book is still missing.
 - c. Brian will talk to Lina regarding whether an audit would be useful. Audit option needs to be discussed prior to AGM.
 - d. **Motion to accept the Treasurer's report by Colleen Fraser, seconded by Sharon Hinton.** CARRIED

6. Membership Report
 - a. 92% of 2021 Membership has been paid
7. Marketing Committee
 - a. n/a
8. Executive Officer Report
 - a. Was going to attend marketing webinar, but power was out during presentation
 - b. Attended discussing with Jacqueline regarding funding opportunity for branding elements
9. Brochure
 - a. SGITPS has funding to help cover the costs of this year's brochure provided that it has some elements of the new branding in it. A proposal of intent needs to be filled out to access this funding, which Lauren will do.
 - b. **Action Item:** Lauren to set up meeting with board members and Jacqueline so that the board can learn more about what SGITPS is doing.
10. Welcome Bag
 - a. On Hold
11. Mile Trees
 - a. n/a
12. Funding for Businesses
 - a. The Small & Medium size business recovery grant is available until March 31st, with millions of dollars of funding available for eligible businesses.
 - b. If any on-island businesses are interested they can contact Kat for more information.
13. Adjournment
 - a. **Motion by Colleen Fraser to adjourn meeting at 6:48pm** CARRIED