



Protect your home; Protect your community; FireSmart Now!

CHCA Directors Meeting

2022 November 23

I. Call to order

Tara Godwin called the regular meeting of the CHCA Executive to order at 7:11 PM on November 23, 2022, at Fred Schubel's house.

II. Roll call

Tara Godwin conducted a roll call. The following persons were present:

- Fred Schubel
- Tara Godwin
- Patti Fulton
- Ralph Smith
- Sepidah ?

The following Directors were absent:

- Jessica Samuels
- Granger Evans

III. Agenda

- Minutes of the last meeting were approved.
- The agenda for this meeting was approved without additions.

IV. New business

- **Treasurers Report:** Fred now has all the monthly paper statements except for September. The \$80 cheque issued to Tara to reimburse her for expenses was not shown. Fred is now able to login to the website but is unable to download any statements. The balance as of October 31, 2022 is \$1,597.75, which includes the \$5.00 share.
- **Update on current activities:**

- **AGM:** The AGM will be held Wednesday November 30th from 6:45 until 8:00 at North Glenmore Elementary School (125 Snowsell Street North).
- Tara, Patti, Jessica, Granger, Fred and Ralph will stand for election. Barry Oland and Jim Burkell are retiring.
- Tara's President's report will focus on the Association's activities, the change in approach to Firesmaring (move away from volunteers and use money to hire Rutland forestry students), grants received, the Food Bank drive, more community engagement, increase in annual family membership from \$10 to \$20, bylaw updates and soliciting any other issues to be discussed at the Spring AGM.
- **Christmas Food Drive:** The drive will be held Saturday December 3rd at Blair Pond Parking lot (333 Clifton Road). Non-perishable food and cash donations will be accepted between 1 – 3 PM.
- Patti will add names from the people making donations and she was going to check that someone would be at the Food Bank to receive the donations. Tara will bring a pop-up tent, her Square for credit & debit cards and tables.
- Jessica will advertise the event on the Boynton, Clifton, Wilden & Glenmore Facebook pages. She will also handle cash donations.
- Fred will put notices about the AGM & Food Drive on the Postal boxes.
- Ralph will put food donations into the truck so they can be delivered to the Kelowna Food Bank.
- **How to increase membership & knowledge of the Association:** All new members added to the mailing list and all people making donations at the Food Drive will be entered into a draw to earn a \$25 gift certificate from Speciality Bakery.
- Emails were felt to be a better way of communicating with people rather than Facebook, as they have a 60-70% success with people at least opening them. And anything with a picture is much better than text.
- Tara will remind people about the Food Drive and the draw in her email about the AGM.

- We are going to target putting notices about the Community Association on mail boxes about 2-3 times per year. The AGM next April will require a mailing that goes out to about 700 people.
- **Bylaw updates:** Ralph will forward to Fred a copy of the PowerPoint presentation Jim had started working on. Ralph will setup meetings with Fred to finish the update in time for the April 2023 AGM.
- **Traffic calming:** As Granger was not present at the meeting, no update was given.
- Granger gave Tara the contact info he used to get chipping done on the cedars he removed. The is hotline 250 469 8733 and email firesmart@kelowna.ca

• **Proposed new directions:**

- **Development:** There has been suggestions from Melcor that they may be rethinking future development on their property, which could mean higher density. This issue will need to be monitored.

Tara Godwin adjourned the meeting at 8:25 PM.

The next meeting is scheduled for 7:00 PM on **Wednesday January 18th, 2023** at Fred Schubel's home. The Agenda will be released in advance.

Minutes compiled by: Ralph Smith

Next Meeting Agenda Items

1. Review what went well and what could be improved with both the AGM and the Food Drive. Prepare an event sheet for both meetings.
2. How can we get people to contribute to the Firesmart program?
3. Any new information on Melcor's plans after they scrapped Phase 2?

Follow-up Tasks:

Follow-Up Task	Date Identified	Task Owner	<div style="display: flex; justify-content: space-between; width: 100px;"> </div> Date Completed
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1	Learn what the probability of the access to park is from Tina court.	2022-09-28	Fred Schubel	
2	Find out if permission is needed to set up at Blair pond for Christmas Food Drive	2022-09-28	Tara Godwin	2022-10-31
3	Draft an updated CHCA Constitution and Bylaws	2018-12-11	Ralph Smith / Fred Schubel	
4	Develop and progress a plan for addressing the Clifton Traffic concerns.	2018-12-11	G. Evans	
5	Replace missing components on website – logo and image on landing page	2022-09-28	Jessica Samuels	
6	Tara to send Patti Association Emblem to include on flyers	2022-10-26	Tara Godwin	2022-10-31
7	Ralph to forward info on Bylaws to Fred	2022-10-26	Ralph Smith	2022-10-31
8	Granger to get name of City contact about chipping material	2022-10-26	Granger Evans	2022-11-23
9	Patti to prepare flyers advertising	2022-10-26	Patti Fulton	2022-11-23

Christmas Food Drive				
10	Fred to put flyers on mailboxes	2022-10-26	Fred Schubel	2022-11-24
11	Fred to check if Brownies can help with advertising Christmas Food Drive	2022-10-26	Fred Schubel	
12	Tara to determine where we can hold November AGM	2022-09-28	Tara Godwin	2022-11-17
