



Meeting Minutes
6pm, July 19th 2022
Sandman Boardroom & via Zoom

1. Welcome & Acknowledgement:

We acknowledge that we are gathered on the Traditional Territory of the Lhtako Dené.

In Attendance: Charlotte, Tobi, Kayla, Michelle, Jacqueline, Tracey and Lisa

2. Adoption of Agenda:

1st. Tobi

2nd. Michelle

3. Meeting Minutes Approval:

1st. Michelle

2nd. Tobi

4. E.D. Report:

In short: Busy month, lots of planning involved with the Parking Lot Party Event as well as work on the strategic plan. Parking Lot Party was HUGE success!

5. Correspondence:

a. Community Futures: Employee Recruitment & Retention Campaign (see attached)

6. Treasurer/Finances Report:

PMT Accounting has taken over our finances, please see attached for account information. Lisa has asked that moving forward if PMT could show us a clear outline of how much money is remaining in each category, account balance, earmarked funds every month for our meeting.

7. City & MOT Updates:

- Mayor Simpson replied to our traffic concerns letter stating that the City is planning an exercise for SQ in partnership with the SQ BIA for the whole area with particular focus on active transportation. They are awaiting of grant approval before moving ahead with this.

- Lisa has submitted all necessary documents to receive our annual Levy from the City. Payment has been released as of today, should arrive next week.
- **Lisa will look into and confirm current bus schedule for next months meeting

8. Old Business:

- Parking lot event: Great success! Lots of positive feedback
- Bike Racks: Ordered and delivered
- Snowflakes: Ordered, waiting on an updated invoice
- Banners: Design work in progress,
- Mural update - waiting on reply from Leigh Cassidy

9. New Business:

- Strategic plan: Updated and Simplified draft, please review on your own time and submit any feedback asap (particularly quorum section, travel policy, donation policy. Any other policy suggestions? We can also hold a separate meeting for this to discuss if needed.

- Tour of Lights: Partnering with Downtown/Chamber/West Quesnel Executive is on board. The general idea is for South Quesnel to host a Christmas lights tour of large transfer trucks decorated with Christmas lights. If any businesses have any feedback or would like to be involved please contact Lisa by August 10th 2022 A planning meeting will be scheduled at the next monthly meeting

- Meeting run times:

Tobi motions to create a policy stating that our regular monthly SQ Meetings will NOT go longer than 60 minutes, not including roundtable discussion (where there are no minutes taken.) If there is unfinished business it will be pushed at the next month's meeting or if it is not a voting matter, the topic can be discussed after the meeting in roundtable discussion. Michelle seconds. Motion passed.

- Executive Director – Wage Review

Michelle motions to increase Lisa's wage to \$30/hr at 20 hours/week. Tobi seconds. Motion passed.

- AGM/SQ Business Networking (Catered) Dinner – Thoughts?

The board would like to host a networking dinner/evening for all members. Lisa is going to collect some information on costs and bring it to the next meeting.

- Thoughts on extending our membership into CRD: Membership could have two options one price for voting members and a cheaper price for non-voting members

- Security Camera motion/Last meeting follow up: Motion was made by Kerri, second by Tobi Votes in Favour: Bernice. Members recall that a motion was made in a previous year regarding security cameras. Lisa is going to see if she can find some more information on this. The motion has been declined, and Lisa will bring more information to our next meeting.

Next Meeting: Tuesday, August 16th, 2022 @7:06pm

Roundtable Discussion:

- If any businesses have any special events happening, please let Lisa know so she can help with marketing!