

Community Council Minutes 06-03-2019

Att: Vicki, (fac) Scott, Mishra, Chris, Alec, Allan, Duija

Minutes last meeting

Read and Approved

Manager Action Items:

- 1) Settled insurance questions and spoke with Doug.
- 2) In dialogue with Chloe about the equipment rental agreement and will check with her when and with whom she wants to meet.
Checked the 5 Rhythm website for trademark language and the word 'wave' is not trademarked.
- 3) Key inventory is done.
- 4) Has contacted Tracy J about CPR training but hasn't heard back yet.
- 5) Drafted facilitators and coordinators committee's update, agenda suggestions and emailed individuals.
- 6) Posted the community agreements to website, printed them for the greeter table, put them in the binder and in the newsletter.
- 7) Drafted newsletter

Financials, stats and trends

The donations are going down lately. We are ok for now, but maybe should look at the bookkeeper position because Chris took over a lot of the tasks and the pay stayed the same.

Chris can also take over the remaining few tasks but then he will have a lot of fingers in the pot (sorry Dutch expression) so in that case we could maybe get an auditor once a year to check everything.

For now we will talk to Joan first. Chris will check with John about it all.

Communication protocols refresher

Let's be careful to do reply all on CC emails so we are no getting too swamped. Chris will answer inquiries.

Facilitator Meeting Report

The facilitators had a good meeting. They are proposing we will get some speaker stands. Maybe boxes that fit over speakers? (So they won't take up too much space). Alec will talk to Doug about this.

Coordinators meeting

Chris will send out an email from the CC requesting the coordinators organize a meeting.

Independent Contractor Agreement

We are in consensus about Chris moving forward with this.

Draft MailChimp Newsletter

Chris drafted a newsletter and Mishra will lighten and shorten it.

Safety Policy

We reach consensus about Chris drafting a safety protocol with different steps including the appointment of peacekeepers.

Next Meeting

6.30pm, July 8th at the Coop conference room

Chris will book the room.

Alec will facilitate

Agenda

Chloe

Coordinators meeting

Bookkeeper

CPR training

Safety policy

Action Items

Chris:

Set up meeting with Chloe

Talk to John about bookkeeper position

Send email to coordinators about meeting

Send draft Newsletter to Mishra

Draft safety protocol

Book conference room

Alec:

Talk to Doug about speaker stands/boxes

Mishra:

Lighten up Newsletter