MINUTES

WETASKIWIN FCSS BOARD

January 4, 2023

7:30pm

FCSS Office

**Present:** Wendy Hoyle, Jamie Park-Nelson, Carley Dolan, Dave Anderson, Dean Billingsley, Wayne Neilson

**Regrets:** Paul Edginton,

Meeting Called to Order: 7:04pm

1. Call to Order-Wendy Hoyle
2. Land Acknowledgement-Wendy Hoyle
3. Approval of Minutes-**Motion from Wayne for approval; Seconded by Cheryl; Carried**
4. Additions/Deletions to the Agenda-**Motion from Cheryl to approve Agenda as amended, Seconded by Dean; Carried.**

-7d: Grants

-7e: GST

1. Director’s Report: In Board Package
   1. See Attached Document
      1. Heritage Museum: Have not received reporting from 2021, so funds for 2022 was not provided. Wendy to share concerns with Museum Board Chair.
      2. Remaining Toys: Carley to contact McMan to donate
      3. Period Pop-Up: Outdoor ones being taken care of, no concerns. All locations being utilized.
2. Old Business
   1. Finance/Banking
      1. Received full amount from city and it has been deposited today. However, $5000 was not deducted from the amount received in December 2022 for credit card security. Carley to write letter to city to inquire.
      2. Dave will provide 30 day snapshot of budget and where we are at moving forward.
      3. Reviewed budget regarding programming; is fluid as the year goes on and changes can be made, as needed.
      4. Empty Bowls type programming also running through Arts Centre already.
   2. Moving Away from the City
      1. FCSS tasks completed as of today, Carley provided update to Paul in an email.
      2. Payroll is completed with City; Paul to arrange ROEs
      3. Still needing MOU and Bylaws
   3. New Board Members
      1. Offer to Gail Hanson to start February 1
      2. Kat McCallum application today; Wendy to meet first to determine start
   4. Charity Status
      1. Standing item
   5. Policy and Procedures
      1. Completed and Wendy to email out, motion to adopt at next meeting.
      2. OHS Rep-Macki offered to take on role
      3. FOIP policies, etc.-possible adoption from Lacombe FCSS
3. New Business
   1. Needs Study Board Impute sessions
      1. Board involved in February and March discussions regarding vision
   2. Block Party BBQ and Trailer
      1. Storage: Carstar offered secured parking over summer; winter storage can be explored.
      2. Intention to host throughout the community for community engagement, not to be rented like other community BBQ in the city.
      3. Flaman 10ft. Trailer. Covered by 3rd Party PLPD insurance
      4. **Motion by Wayne to purchase 10ft Trailer with ramp and Commercial BBQ up to $13,000, including signage, Seconded by Jamie; Carried.** Carley to send out quotes to Board by email.
   3. CAKE January
      1. Board to send out Encourage-Mint this Month
   4. Grants
      1. Carley to reach out to Jodie-Grant Writer but be intentional with our vision regarding grant choices and to inquire about contact/fees.
   5. GST
      1. Dave has built into program and it is accounted for, for every transaction. Once returned, they become unrestricted funds. Carley to reach out to other FCSS to determine what it is used for.
4. Next Meeting
   1. February 1, 2023 at 5:30pm

Adjournment: 8:47pm