



GREATER VICTORIA  
CHAMBER OF COMMERCE

## Board Meeting Minutes

Tuesday May 26, 2015  
Chamber Offices  
7:30 – 9:00

**Present:** Dan Dagg, Natasha Reger, Jared Webb, Capt. (N) Steve Waddell, Dee Govang, Kathleen Burton, Gary Kinar, Troy MacDonald, Al Hasham, Mark Mawhinney, Sang-Kiet-Ly, Kathy Khouri, Cheryl Wirch-Ryckman (Staff)

**Regrets:** Bruce Carter (CEO), Frank Bourree (Chair), Nigel Brown, Patricia Jelinski, John Wilson, Tom Roemer

1) Additions to agenda:

**Motion to approve May agenda as amended.**

**Moved by:** Mark Smith

**Seconded by:** Steve Waddell

**Carried**

2) Motion to approve April board minutes.

**Motion to approve April minutes as amended.**

**Moved by:** Mark Mawhinney

**Seconded by:** Mark Smith

**Carried**

3) Motion to approve April financial statements.

Discussion around revenue to date as well as the impact of the WD project on both the salaries and the accounts receivable line.

**Moved by:** Sang-Kiet-Ly

**Seconded by:** Dee Govang

**Carried**

4) Finance Items

**Membership Fee Increase recommend 1%**

Motion to proceed with 1% increase for membership dues based on current CPI. Dues increase to be implemented for September dues.

**Moved by:** Sang-Kiet-Ly

**Seconded by:** Troy MacDonald

**Carried**

**Budget Amendment GVDA (if not covered by Sang above)**

Motion to proceed with GVDA Board recommendation of reallocation of 2015/16 air-route project funds to Education (\$20,000) and Marketing (\$116,500) project components. The reallocation based on the fiscal year for GVDA would be: Education (\$20,000) and Marketing (\$67,000). The remaining \$49,500 reallocation to Marketing would occur in GVDA Fiscal 2016.

**Moved by:** Dee Govang

**Seconded by:** Sang-Kiet-Ly

**Carried**

**GVDA allocation of resources update**

WD program continues to require additional Chamber staff hours. Board to remain updated on reallocation of staff costs from Chamber to GVDA.

5) Committee Reports

**a. Our Vibrant Community**

Committee is reassessing mandate and will present a formal report at mid-year retreat.

**b. Governance**

Status report presented to the board with new priorities and terms of reference to be presented at mid-year retreat.

6) Our Place Breakfast

Staff to send calendar invite to Board for July 17<sup>th</sup>.

7) Staff Remarks

**Staffing Update**

Back up to full staffing as of June 1<sup>st</sup>. Receptionist and Manager Policy & Public Affairs roles have both been filled.

**Marijuana Dispensary Memberships**

Review of this issue is currently with the Policy Committee, clarity on the issues is being sought prior to issues membership for dispensaries.

**Business Awards**

Event went very well, good feedback from attendees, sponsors and general public. Once again sold out. Next big event is YYJ Eats.

**Commissionaires**

Requested the business case from the city in order to provide informed feedback.

**Mid Year Planning – slides requested**

Staff to provide specific deadline to committee chairs to provide 2 slides – achievements & plans – to CEO prior to mid-year retreat.

8) Vice-Chair's Remarks

Calibre of recent events has been excellent. Chamber executive have been liaising with 3 outlying Chambers to improve communication and relationships.

9) In Camera Session

**Motion to Adjourn**

**Moved by:** Dan Dagg

**Seconded by:** Kathleen Burton

**Carried**

**NEXT MEETING:** Tuesday June 23, 2015 – HALF DAY - Mid-Year Retreat

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Chair

June 30 2015  
Date