

Minutes of Board meeting of Friends of Cedar Hill Park Society  
10:30am to 12:30pm July 26th, 2016  
3515 James Heights, Victoria BC

Attending:

Barb Latham  
Luis Netter  
Paul Bishop  
Susan Haddon  
Peter Haddon  
John Schmuck  
Patricia Houston  
Lana Burns

Minutes recorded by Peter Haddon - Secretary

Agenda

1. Welcome
2. Approval of agenda
3. Approval of minutes of April 12<sup>th</sup> 2016 and review of AGM minutes May 14th
4. Membership report Barb
5. Financial report Hugh (Susan)
6. Cedar Hill Park Walk review Barb
7. Bowker Creek Initiative Peter
8. Pulling Together update Paul
9. CHP Tree Planting Update Peter/Susan
10. Logo Style Guide Susan
11. Director's Insurance Susan
12. Celebration of the 50<sup>th</sup> Anniversary of CHP Susan
13. Future meeting schedule Susan
14. Parks Survey re CHP Susan

1 and 2. Welcome and Agenda

- Susan welcomed everyone to the meeting and the agenda for the meeting was reviewed and approved.

### 3. Review/Approval of Minutes

- Minutes of April 14<sup>th</sup> 2016 were approved.
- Luis has posted to FCHP website.
- Draft Minutes for the AGM on May 14<sup>th</sup> 2016 were reviewed by Peter Haddon. These will be presented for approval at the next AGM. The motion to waive notice for the meeting will be added to these minutes.

### 4. Membership – Barb Latham

- 80 household memberships paid as of this date which represents about 129 people.
- New FCHP brochure has a membership form. (Copy attached)
- Lana to solicit members at the Camrose Block Party.

### 5. Financial report for July 16<sup>th</sup> 2016 - Hugh Fraser/Susan Haddon

- Susan presented Hugh's financial report.
- Copy of report is attached. Equity is \$1995.48

### 6. Cedar Hill Park Walk Review - Barb

- 2016 Walk Cost reconciliation and summary prepared by Susan Haddon was circulated. A copy is attached.
- Barb noted that none of the attendees asked how the Walk activities were funded.
- Barb to ask Hugh to clarify the revenue from CHP button sales.

### 7. Bowker Creek Initiative - Peter

- Susan, Peter and John to attend the next BCI Steering Committee meeting in August 2016.
- Fall Bowker Creek Clean-up provisional date is October 15<sup>th</sup> 2016.
- Susan to confirm with Parks and Green Team.
- Bowker Creek restoration – BCI and Saanich budget status? Susan to ask Jody.

### 8. Pulling Together Update – Paul

- Monday Park maintenance sessions proceeding clockwise around the park. Now at the SW corner of the park.
- Sub committee members: Paul, Jim, Luis, Peter. Meeting date and location TBD.
- Plan to be prepared.
- “PLEASE no dumping” signs to be discussed with Andrew Burger and Ian Smith - Peter

## 9. Tree Planting and Master Plan Update - Peter

- Meeting held with Parks to review the 100 trees proposal further to Susan's letter to Cory Manton. Parks committed to get back to FCHP (Susan) no further response to date.
- Hold off on application for \$500 Small Sparks Grant. Susan to write to Suzanne Samborski to follow-up.
- Parks Management Planning process has not started. Susan to clarify with Suzanne. Cory Manton has left the Saanich Parks organization.
- Patricia Houston circulated the letter she sent to Saanich Council and Parks re CHP Rezoning application for golf club house, parking lot and pro shop discussed. (Copy of letter attached.)
- Clean-up Kings Pond area?

## 10. Draft FCHP Logo Style Guide - Susan

- Peter has circulated the logo file prepared by Soren Henrich to all board members.
- Susan prepared and circulated a draft style guide for the use of the logo. (Attached.)

## 11. FCHP Director's Insurance

- Quotes received from Seafirst and Megson Fitzpartick (\$500)
- Susan to talk to Ann Moskow to clarify what's typically covered and whether this insurance is necessary for FCHP.
- Barb to ask Dennis if he or a colleague can provide insight as to why it would be beneficial for us to have this coverage and circulate
- Further discussion at the next board meeting.

## 12. FCHP Meeting Planning

- Attendees agreed to schedule meetings every other month on the 4<sup>th</sup> Tuesday at 10:30am.
- Next meeting will be September 27<sup>th</sup> 2016.

## 13. Celebration of the 50<sup>th</sup> Anniversary of CHP

- Name the bridges – publicity through Saanich News - Susan.
- Delay deadline for submissions re naming of bridges (started in the CHP Walk) until September 2016.
- Susan to confirm date of creation of the Park with Saanich Archives (Confirmed that Saanich Council purchased McRae property, moved to create the park in 1967.)
- Participating Community Associations.... QCHCA, Mt. Tolmie, Oaklands, etc.?

- Sub committee members: Susan, Barb, Lana, Peter, John Schmuck, Chris Bartlett, other volunteers?
- Who did the mosaic at Bowker? - Susan

#### 14. Parks Plan – Survey Clarification

- Susan will find the link on Saanich’s website and distribute to board.
- (Subsequent update: Would appear the link is not accessible through the Saanich website.)
- Barb said that she will write to Council and Parks to suggest that the survey be more comprehensive. Participation by QCHCA and FCHP would be appropriate.

The meeting was adjourned at 12:30 pm.

#### Attachments:

- Draft minutes for the AGM on May 14<sup>th</sup> 2016
- Financial report for July 16<sup>th</sup> 2016
- New FCHP brochure
- 2016 Walk Cost reconciliation and summary
- FCHP letter to Saanich Council and Parks re CHP Rezoning application
- Draft FCHP Logo Style Guide