

Minutes of Board meeting of Friends of Cedar Hill Park Society  
7:00 pm until 9:15 pm January 19<sup>th</sup> 2016  
1263 Tracksell Avenue, Victoria BC

Attending:

Barb Latham  
Patricia Houston  
Luis Netter  
Paul Bishop  
Susan Haddon  
Peter Haddon  
Hugh Fraser  
Jim Moores (special guest)

Minutes recorded by Peter Haddon - Secretary

Agenda

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|--|-------|
| 1. Welcome   |       |
| 2. Approval of agenda                                    |       |
| 3. Approval of minutes of November 17 <sup>th</sup> 2015 |       |
| 4. Membership report                                     | Barb  |
| 5. Financial report                                      | Hugh  |
| 6. Cedar Hill Park Walk planning                         | Barb  |
| 7. Bowker Creek Initiative                               | Peter |
| 8. Pulling Together update                               | Paul  |
| 9. Update on Charter/Master Plan                         | Peter |
| 10. Communications update                                | Susan |
| 11. Communications: Logo                                 | Peter |
| 12. SCAN/QCHCA update                                    | Susan |
| 13. Next Bowker Creek Clean-up                           | Susan |
| 14. FCHP 2 <sup>nd</sup> Year Celebration plan           | All   |
| 15. New business?  |       |
| 16. Next meeting date                                    |       |

1 and 2. Welcome and Agenda

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

3. Approval of Minutes

- Minutes of November 17<sup>th</sup> 2015 were approved.

#### 4. Membership – Barb Latham

- 78 memberships paid as of this date
- Barb reviewing who should renew for the year starting March 31st
- Barb to conduct a membership renewal blitz
- Bulletin boards and sandwich board for membership forms discussed.

#### 5. Financial report for January 19<sup>th</sup> 2016 - Hugh Fraser

- Hugh gave a financial summary From April 1<sup>st</sup> 2015
- Bank balance is \$1131 as January 19th
- Expenditures: buttons, GOERT meeting and membership, sign materials
- Pending expenditure annual website costs
- Discussion re becoming a charity – Patricia to research possible additional reporting requirements.
- Hugh moving. Will continue to be FCHP Financial Director.

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

- Barb reported that the planning is going well and most all of the positions on the walk are filled.
- Invite to the next sub-committee meeting at the end of February will be circulated.
- Families of those named on commemorative benches to be invited.
- Susan prepared grant application for funding.
- Bridge naming motion proposed by Barb, seconded by Peter and passed as follows: “That FCHP in consultation with the Cedar Hill Park Walk Committee present the recommended names for the two bridges on the Cedar Hill Park Trail to the Parks Department and to Saanich Council in 2016”
- Website and newsletter content planned (Luis/Barb/Peter)
- Barb to document naming process leading to recommendation to Saanich.
- Soren Henrich has drafted materials design for the event.

#### 7. Bowker Creek Initiative - Peter

- BCI Chair Jody Watson advised FCHP and QCHCA that a meeting was held with Saanich to discuss Bowker Creek reach 17 in CHP would be the next BCI restoration initiative project. Jody said that she will draft a preliminary project plan and advise.
- Many thanks to all those that have promoted this outcome and performed all the restoration of Bowker Creek reach 17 between the bridges.
- Peter will advise FCHP board of further developments.

## 8. Pulling Together update – Paul

- Monday Park maintenance sessions proceeding clockwise around the park to finish before the bird nesting season.
- Fallen oak on west side has been cleaned-up by FCHP and Golf Course staff.
- 1000 volunteer hours preformed in 2015 by FCHP and other volunteers.
- Peter reported on Friends of Saanich Parks Network progress. Eva Riccius looking into hosting the first meeting.
- Paul circulated his early pictures of CHP.
- Peter to put the Sandwich board at Queensbury for next Monday's work crew.

## 9. Master Plan Update - Peter

- Discussed with Eva Riccius, Senior Manager, Saanich Parks.
- The Master Plan is envisaged to contain a vision statement, a process for community participation in decision-making and a list of projects to be undertaken. This will provide the basis for future coordination between FCHP and Saanich Parks.
- Saanich Parks is undergoing significant senior staff changes and Master Plans are part of ongoing discussions.

## 10. Communications - Susan

- Newsletter emailed to all members. She is planning another.
- Will announce planned Anniversary celebration (see following item).
- Luis asked for new content for the website.
- Send pictures of the park to Luis for the website.
- Susan noted the meeting with Eva Riccius. (Also with Councillor Susan Brice)
- Good meeting with Golf Course Staff Ian Smith and Mark Bate. They are very keen to collaborate with FCHP maintenance efforts.

## 11. Communications: Logo - Peter

- Peter reported that Soren Henrick has agreed to prepare a logo for FCHP.
- Cost will be \$250. Soren to donate \$250 of his effort to this project.
- Peter should have draft materials to circulate shortly.

## 12. Update on SCAN and QCHCA - Susan

- Next QCHCA general meeting is Jan 26th with speakers from Saanich Parks.
- Susan circulating a summary of a QCHCA/SCAN survey of Saanich community associations to QCHCA executive.

13. Next Bowker Creek Clean-up - Susan

- Saturday February 27<sup>th</sup> is the date.
- Rick taking over from Andrew as our Saanich coordinator.
- Green team can't come... has another commitment.

14. FCHP 2<sup>nd</sup> Year Celebration plan - Susan

- Possible venues: Golf Club House, Rec Centre, Barb's house.
- Peter regrets that the Golf Course Maintenance "Man Cave" was not chosen as an option as a venue.
- Jim Moores suggested that we plan as a party after the Cedar Hill Park Walk event on May 14<sup>th</sup>.
- Will attendees be prepared to pay say \$10 for food and drinks?
- Potluck, drinks and appetizers proposed.
- Patricia and Peter to make some preliminary inquiries with Carole Ireland.

15 and 16. New business and next meeting date

- Next Board Meeting – March 15<sup>th</sup>, Peter and Susan's house at 7:00pm
- No new business.

The meeting was adjourned at 9:20 pm.