

# **Beaver Point Hall Community Association (BPCA)**

**ANNUAL GENERAL MEETING for 2019**

**March 15, 2020      1:00pm - 3:00pm**

**Location: Beaver Point Hall  
1361 Beaver Point Road, Salt Spring Island, BC**

## **Present:**

Wendy Rosier – President  
Nate Poetker – Secretary  
Doug McMillan – Director at Large

## **Regrets:**

Sherry Parnelle – Treasurer  
Steve Smith – Director at Large  
Elizabeth Zook – Booker

## **Community Members Present:**

Ron Watts  
Richard Forster

### **1.0 Call To Order : 4:36pm**

### **2.0 Introduction and Welcome of the Executive, Directors, and Members**

Wendy

### **3.0 Approval of the Agenda**

#### **3.1 MOTION to approve the Agenda**

- 3.1.1. Moved by: Nate Poetker
- 3.1.2. Seconded by: Doug Mcmillan
- 3.1.3. None Opposed.
- 3.1.4. Motion Passed

### **4.0 Approval of the Minutes for the AGM of 2018**

#### **4.1 MOTION to approve the 2018 AGM Minutes**

- 4.1.1 Moved by: Nate Poetker
- 4.1.2 Motion Seconded by Wendy
- 4.1.3 None Opposed.
- 4.1.4 Motion Passed

### **5.0 President's Annual Report – Wendy**

#### **PRESIDENT'S REPORT**

Beaver Point Community Hall Association, AGM for the year of 2019  
March 15, 2020

Welcome to the Beaver Point Community Hall Association's Annual General Meeting.

I am Wendy Rosier, current President and I would like to introduce and thank the other members of the board of Directors, they are - alphabetically, Doug McMillin, Nate Peotker, Sherry Parnell and Steve Smith. Elizabeth Zook our Co-VP last year took a leave of absence in June and resigned from the board in December so that she could take on the interim Booker position as a Member at Large. Steve Smith who has been an outstanding volunteer and on the board and executive for 8 years has just retired though he promises to help out with any projects that come down the pike. Thank you Steve for all your help!

And to our other Members at Large, David Buttigieg, Justine Wilkie, Kristin Baliski, Mark Stevens, Meghan Zook-Brown, and Noni Fogarty a hearty thanks

To Jules Reiter, our booker for two years who had to leave this island this December 1st. Thank you for the great job you did in those two years and thank you for training our Interim Booker Elizabeth Zook. Thank you Elizabeth for stepping up to the plate and taking this on.

To all members of the Hall, I pass on a heartfelt thank you for your service to the Hall and to the community.

On a personal note, I really enjoy working with this great group of dedicated and creative people! A huge thank you to everyone who has ever served at the Hall or has ever helped out in any way. Without you we would not have been able to accomplish what we have. You deserve a standing ovation! Thank you!

Well it was a rough start to a new year. It had everyone recovering from the windstorm of Dec 20 2018 followed by three consecutive snowstorms in one week in February which initiated the need for an Inclement weather policy – now in place on the website-thanks Nate for that. The weather was followed in April by an incident involving the unauthorized and unattended use in dangerous circumstances of the fireplace which lead to a first for the hall – the decision to refuse to rent to them. Many lessons learned in this process and our Terms and Conditions policy and Rental Agreement forms were slated for updating.

### **On to more positive things:**

This old girl turned 83 this year so we started the year with a very long TO-DO List and I'm really happy to be able to report that a good 80% of them have been moved to the BEEN DONE column thanks in large part to board members Steve Smith and Doug McMillin. The remaining 20% are larger jobs in need of funding and are on our WISH & ACTIVELY FUND RAISING FOR LIST but this is what we did accomplish this year – no particular order

**BEEN DONE** ( just an aside here – if I were to list all the smaller but necessary fixes that Doug and Steve took care of, we would be here until tomorrow)

Soffit & Fascia, Gutter Project

Entrance hill driveway was reworked and resurfaced

Debris and garbage behind the driveway was cleared out

Composting Bins were removed after being abused

Well Status Questioned – Located & testing organized

Picture rail installed around main hall – thanks Doug!

Stainless Steel Kitchen Prep tables – organized by Elizabeth and funded with a donation of \$1000 from Harry Button –

Thanks Harry and Elizabeth

Fire Door bar Fix

Touchups and...and..and.

Wheeled storage rack cart for Tables - Steve

Chairs – Now up to 127

Thermostats

New No Fires or Camping Signs

### **THE WISH/FUNDRAISE FOR LIST**

Paint the outside of the Hall

Community Notice Board

EV Charging Station Offered by the EV Group (Jim Standan with Ron Watts as liase)

New Floors

**BOOKINGS:** Jules Rieter did an awesome job for the 11months she was here this year as the Hall booker but Elizabeth will be presenting the Booker report for 2019 and will outline what she has planned so I won't steal any of her thunder but she is ill and didn't want to expose us to whatever it is she has so she asked me to read you her report

**THE CHRISTMAS CRAFT FAIR:** our major fundraiser – we did well though we were down about a 1/3 as were all the other Hall's Christmas Craft Fairs this year. We were lucky enough to again have the awesome help of Chef Matt Rissling of RockSalt for Friday night's dinner and Lou Ellis of Coco Loco for Saturday /Sunday. Ramona Reigle was our awesome Kitchen coordinator, and Ron Watts, (great neighbour and Member at Large Extraordinaire) rallied scores of volunteers and all the great neighbour bakers. Vendor Coordinator Elizabeth Zook coordinated all the Vendors then took stepped in to help Sam LoBalbo in lining up Deserts. Steve Smith handled that Parking and putting gup the Cedar boughs, Meghan Zook-Brown was in charge of Décor with Doug McMillin as our ladder Light hanger. Way to Go Team! I will let our Treasurer Sherry Parnell give you more detail in her Report.

We achieved the goals we set for ourselves in 2019 as well as the many we hadn't planned for which just cropped up – the kinds of things that happen when you are 83 years old. From the perspective of December 31st 2019, the major project of 2020 will be the Painting of the exterior of the Hall by the end of September. I truly hope to be able to report to you next year that we successfully met this and any other unforeseen challenge.

Thank You for your time and support  
Wendy Rosier  
President, Beaver Point Community Hall Association

**5.0.1 Motion to Approve the President's Report**

**5.0.2. Made by Nate Poetker**

**5.0.3. Seconded by: Doug McMillan**

**5.0.4. None Opposed**

**5.0.5 Motion Passed**

**6.0 Bookers Report Written By Booker Elizabeth Zook. Read aloud by Wendy**

Beaver Point Hall - 2019 Booker Report  
Dated: December 31, 2019

**FINANCIAL:** January to December 2019

Month	Rental Fees	Booker Fees 20%
December	\$2,655	\$ 531
November	\$1,785	\$ 357
October	\$2,155	\$ 431
September	\$3,990	\$ 798
August	\$6,720	\$1,344
July	\$1,590	\$ 318
June	\$6,755.	\$1,351
May	\$3,040	\$ 608
April	\$2,252	\$ 450
March	\$4,233	\$ 846
February	\$1,695	\$ 339
January	\$2,265	\$ 453
TOTAL	\$39,135	\$ 787

Average booker fees = \$652/month

**Booker Position:** Jules Rieter resigned from position and left at the beginning of December. Elizabeth Zook signed up as temporary booker for December.

**Hall Usage:** 10 weddings last year. Moving forward Booker position will provide a monthly list of users in reporting and days the hall is used.

**Rental Rates:** Rental Rates were reviewed by Board and increased in January 2020.

**Rental Agreements:** The Rental Agreements and Terms and Conditions being reviewed and updated by Board early 2020.

**Policy:** New Inclement Weather Policy developed and uploaded to website December 2019.

**Manuals:** Booker Manual started with Jules and to be completed in 2020. Operations Manual started by Elizabeth to be completed in 2020.

## 7.0 Annual Financial Report

### **Beaver Point Hall Income Statement 01/01/2019 to 12/31/2019**

#### **REVENUE**

##### **Sales Revenue**

Rentals	38,414.85
Water Donations	714.88
Christmas Craft Fair	<u>13,649.10</u>
<b>Net Sales</b>	<u>52,778.83</u>

##### **Other Revenue**

Grants	8,415.00
Interest Revenue	123.89
Donations	<u>1,774.71</u>
<b>Total Other Revenue</b>	<u>10,313.60</u>

**TOTAL REVENUE** 63,092.43

#### **EXPENSE**

Soffits/Facia/Gutter Project	13,424.35
Christmas Craft Fair Expenses	4,493.89
Accounting & Legal	146.51
Advertising & Promotions	2,679.01
Insurance	4,307.00
Interest & Bank Charges	0.00
Office Supplies	76.61
Booker Fees	7,700.04
Repair & Maintenance	7,142.30
Cleaning Hall	7,526.39
Supplies	672.22
Heat	4,870.39
Hydro	2,131.43
Propane	255.15
Telephone	439.13
Window Cleaning	751.75
Fire Protection	341.60
Cable/Internet	308.52
Rental Equipment	<u>0.00</u>
Total Utilities	<u>9,097.97</u>

**TOTAL EXPENSE** 57,266.29

**NET INCOME** 5,826.14

## Beaver Point Hall Balance Sheet As at 12/31/2019

### ASSET

#### Current Assets

Holding Account #2	19,889.53	
Customer Deposits	15,922.58	
Bank Account	<u>5,375.22</u>	
Total Cash		41,187.33
Accounts Receivable	13,415.00	
Total Receivable		13,415.00
Purchase Prepayments		0.00
Prepaid Expenses		<u>0.00</u>
<b>Total Current Assets</b>		<u><b>54,602.33</b></u>

**TOTAL ASSETS** 54,602.33

### LIABILITY

#### Current Liabilities

Accounts Payable	6,302.61	
Customer Deposits	<u>15,922.58</u>	
<b>Total Current Liabilities</b>		<u><b>22,225.19</b></u>

#### Long Term Liabilities

Bank Loans	<u>0.00</u>	
<b>Total Long Term Liabilities</b>		<u><b>0.00</b></u>

**TOTAL LIABILITY** 22,225.19

### EQUITY

Retained Earnings - Previous Year	26,551.00	
Current Earnings	<u>5,826.14</u>	
<b>Total Owners Equity</b>		<u><b>32,377.14</b></u>

**TOTAL EQUITY** 32,377.14

**LIABILITIES AND EQUITY** 54,602.33

## Beaver Point Community Hall Association Budget 2020

	Approved Budget 2019		Approved Budget 2020
<b>INCOME</b>			
Hall Rental	32,000		36,000
Fundraising			
Bean Supper			5,000
Christmas Craft Fair	12,800		12,800
Grants -asked	8415	painting	8440
Donations-Received	1,000		1,000
Donations-Non-Received	500		800
Interest	100		100
	<b>54,815</b>		<b>64,140</b>
<b>EXPENSES</b>			
Special Repairs:			
Reno Projects	10,000	painting	10,000
Maintenance & repairs	4,500		5,550
Building	3,550		3,550
Outdoor/Grounds	1,200		2,000
Cleaning	7,000		8,000
Booking Fee	6,400		7,400
Utilities	6,400		7,267
Hydro	1,900		1,800
Oil & Propane	3,178		4,400
Propane	1,000		500
Shaw-Hall Phone	322		322
Shaw-Booker Phone			245
Insurance	4,195		4,440
D&O	870		870
General Liability	3,325		3,570
Supplies	650		700
Advertising	1,900		2,051
Help	0		0
AGM	10		21
Thank Yous	90		50
Wedding	600		780
CCF	1,200		1,200
Fundraising CCF Expns	3,400		4,400
WCB	135		135
Bank Charges	200		200
Fees	100		100
	<b>44,880</b>		<b>50,243</b>
<b>Difference</b>	<b>9,935</b>		<b>13,897</b>

## **7.1 Approval of the 2019 Financial Report**

- 7.1.1 MOTION to approve the 2019 Financial Report
- 7.1.2 Moved by: Nate Poetker
- 7.1.3 Motion Seconded by Doug McMillin
- 7.1.4 None Opposed.
- 7.1.5 Motion Passed

## **8.0 Open Discussion – Questions from the floor**

### 8.1 Question from Ron Watts

Is The BPH a relief centre for health authorities to make use of?

8.1.1 Answer: No, we lack appropriate facilities to be of use for medical related events.

### 8.2 Wendy plans to invite Gary to join the Board

### 8.3 Comment from Ron Watts

8.3.1 the Salt Spring Film Festival group has projectors and will offer them for the community to rent for a “Movie Night” at the Hall.

## **9.0 Election of the 2020 Slate of Standing Board Members**

Doug McMillin, Nate Poetker, Sherry Parnell, Wendy Rosier.

Richard Forster nominated from the floor

Elected by acclamation

## **10.0 Closing remarks, Adjournment**

Minutes Taken By Nate Poetker  
Secretary to the Board of Directors  
Beaver Point Community Hall Association  
Salt Spring Island

March 15, 2020