

Minutes of the Fairbridge Chapel Heritage Society Annual General Meeting held on June 28, 2022 at 4791 Fairbridge Drive, Cowichan Station, B.C., at 10:30 am.

Present: Erik Henriksen, President, Ron Smith, Secretary Treasurer, Pat Skidmore, Robert Henriksen, Karin Laurie, Jean Guy Quenneville. **Absent:** Ron Price

Call to Order: The meeting was called to order at 10:25 am.

Minutes: The minutes of the July 24, 2021 Annual General meeting for the fiscal year 2020-21 was reviewed by all members at the meeting.

Moved: Erik Henriksen
Seconded: Pat Skidmore

That the minutes of the 2020-21 Annual General Meeting be accepted.

CARRIED

Correspondence:

There was no correspondence presented.

Business Arising:

There was no business arising.

New Business

1. Annual Report:

The Annual Report outlined a number of issues of importance to the Society during the previous year. This included the maintenance of landscaping, small number of maintenance projects undertaken, and damage to one of the kiosk Plexiglas covers that was cracked and needing to be replaced. The Society has an extra one and will be installed later this summer.

2. Financial Report:

The treasurer presented a one page outline showing the major expenses through the previous year as well as Balance Sheet which showed the income and expenses. It was mentioned that income was fairly low since, due to the COVID-19 pandemic, only one wedding was held. With respect to the expenses, they were also lower than usual partly because many of the larger and more expensive jobs had been completed during the previous four years resulting in just general maintenance and cleaning the buildings, insurance costs and the amount for electricity to the facilities.

Moved: Erik Henriksen
Seconded: Ron Smith

That the Financial Report be accepted.

CARRIED

3. Report of Directors

Historic Plaque for School House:

A short memorandum was presented regarding a new historic plaque affixed on the side of the school house. It also mentioned where the other two Cowichan Station schools were located and that there would soon be another plaque at the for the Prince of Wales Fairbridge Farm School 'Day School' which was within what is now the Fairbridge Community Park adjacent Koksilah Road.

Maintenance of the Historic Site

A memorandum dealing with projects that should be undertaken and a few purchases that the Society should make during the upcoming year was outline. It was pointed out that work should be concentrated on cleaning the clock tower and basement, cleaning all windows, gutters and removing the large coat rack that was now inside the main entrance. The President suggested removing the coat rack altogether as there were two coat racks in each of the two rooms at the rear of the chapel. Karin Laurie suggested we purchase some coat hangers that would fit on the racks.

One of the major projects would be to replace the small stones covering the two paths to the buildings with a cement sidewalk. Also, additional carpet runners should be purchased that would go from the main entrance through the narthex to the nave since high heels were puncturing the softer fir flooring.

Future Management of the Heritage Site

Following a review of the meeting held with Brian Farquhar, Cowichan Valley Regional District Parks Manager on July 24, 2021 and mention that a follow-up meeting with CVRD Area 'E' Director Alison Nicholson did not take place as planned, there was a general discussion by the Board of Directors.

It was agreed that the meeting with Alison Nicholson should take place as soon as possible and that one option would be to have the historic site administered by the Cowichan Valley Museum Society with ownership held with the Cowichan Valley Regional District and be pursued. This option was previously discussed with Mr. Farquhar.

The Secretary will prepare a short report outlining the work undertaken since the present Society took ownership of the historic site in 1988. This would be done prior to the meeting with the Area Director.

4. Other Business

Director Pat Skidmore said that the Home Children Society would be meeting on Sunday September 25th and will be visiting the heritage site. A small display of some historic artifacts would be set up in the School House for the event.

5. Election of Directors

It was agreed that the present Directors would serve for the upcoming year, however Jean Guy Quenneville indicated that since he has moved from Fairbridge, it would be his final year on the Board.

6. Adjournment

The meeting adjourned at 11:00 am.