

**Minutes of the Fairbridge Chapel Heritage Society Annual General Meeting held on January 30, 2021 at 4718 Fairbridge Drive, Cowichan Station B.C., at 11am.**

**Present:** Erik Henriksen, President, Ron Smith, Secretary Treasurer, Jean Guy Quenneville, Robert Henriksen

**Call to Order:** The meeting was called to order at 11 am.

**Minutes:** The minutes of the June 15, 2019 Annual General Meeting were distributed to all members in advance of the meeting for their review and comments.

Moved: Robert Henriksen  
Seconded: Jean Guy Quenneville

That the minutes of the 2019 Annual General Meeting be accepted as read.

CARRIED

**Business Arising:** The Secretary reported that the serving tray from Mollie Preece was being framed at Excellent Framing in Duncan and would be ready later this coming week. Also, there was plaque indicated her date of birth, death and arrival to the Prince of Wales Fairbridge Farm School.

**Correspondence:** The Secretary mentioned that our appeal for a reduction to our WorkSafe BC rate was approved and reduced from 72 percent to 42 percent for the coming year.

**New Business**

1. **Financial Report:** The Treasurer presented the financial report of the society and mentioned some of the changes from the previous year. He also mentioned that contributions made to the society throughout the year. A brief mention was made of the finances of the Society to January 30, 2020.

Moved: Ron Smith  
Seconded: Erik Henriksen

That the Financial Report be accepted.

CARRIED

2. **Annual Report:** The 2019-2020 Annual Report had been distributed to all members in advance of the meeting. The Treasurer highlighted a number of the projects that were undertaken on behalf of the Society, mainly during the summer of 2019. There were also two weddings held in the summer as well as the Annual Fairbridge Carols event in December.

Moved: Jean Guy Quenneville  
Seconded: Ron Smith

That the Annual Report be adopted.

CARRIED

### 3. Report on the Maintenance and Renovation of the Heritage Site:

Greater details about the projects undertaken during the summer of 2019 was outlined. This includes the following:

- Painting the trim around the exterior windows of the chapel, trim around schoolhouse windows,
- Cleaning the exterior of the chapel's cedar shingles except for the top half of the bell tower,
- Cetol 1 and 23 applied to the back double door and two single doors on both sides of the chapel.

Another coat of 23 was added to the front double doors and sign.

- repairs to the kiosk, including cleaning the plexiglass
- Cleaning the gutters (except for those on top of the bell tower
- Improvements to two washrooms and the removal of the washroom adjacent the vestry. A new floor was laid in this room which will now be used for storage

The Secretary also briefly mentioned some of the projects undertaken in the summer of 2020 and some of the minor projects that need to be completed in the upcoming summer.

#### Other Business

President Henriksen mentioned that there is a need to add one additional person as a signing authority for the Society and the list of signers should be updated with the Bank of Nova Scotia.

Moved: Erik Henriksen  
Seconded: Ron Smith

That Robert Henriksen be the additional signing authority and that the Treasurer contact the Bank of Nova Scotia to update the necessary signing information and requirements.

CARRIED

#### Election of Directors

It was previously agreed that all the present board members who served in 2019 should maintain their positions due the ongoing pandemic situation.

Moved: Robert Henriksen  
Seconded: Jean Guy Quenneville

That the 2020-2021 Board of Directors will be as presented.

Erik Henriksen, President	Ron Smith, Secretary Treasurer
Ron Price	Pat Skidmore
Karin Laurie	Robert Henriksen
Jean Guy Quenneville	

CARRIED

#### Adjournment

The meeting adjourned at 11:35 am

