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**COAST  
COMMUNITY  
BUILDERS ASSOCIATION**

**AGENDA  
BOARD MEETING**

**TUESDAY June 21, 2011 8:00-10:00AM**

**MEETING LOCATION:**

**Sunshine Coast Golf & Country Club - 3206 Hwy #1 Roberts Creek**

**TIME AND DATE: TUESDAY June 21, 2011 – 8:00-10:00 AM**

**8:00 Welcome - Clark Hamilton**

- i. ( selection of Meeting Chair)
- ii. **Review and Approve May 17** Meeting notes
- iv. **Review and Approve June 21** Agenda

**Welcome New Members :** Doug Kennedy, D. Kennedy Trucking; Craig McVeigh, Aquaworks Pressure washing; David Castiglione , Geordie Grafton, Kolbe Gallery Window & Doors; Wendy Holtz Alumi Tubs

**ITEM #1 – Home Show Report- Patrick Tasci Chair 2011 Community-Builders Home Show**

**Review Correspondence:**

**Correspondence IN:**

- Sue Jackel announcement of another site for Pacific Arbour assisted retirement homes
- E-mail from Bob Michor- Wakefield awarded constr mng Watermark
- E-mail from Jay Bevan, 605-741-5136 re: taking photographs for Building the Coast – volunteer or paid
- Invitation to conference June 2, 2011, at the Vancouver Island Conference Centre to learn about the BC Ministry of Jobs, Tourism and Innovation's Trade & Investment Representatives
- Invitation to EPT workshops June 2 in Vancouver DC lab power supplies
- Report from SIB's Sid Quinn on Sooke Trip
- Sechelt Chamber request to join rally for Target Marine
- Notification from Cap U re: Workplace Health & Safety Courses Sept/Nov 2011
- Invitation from Sechelt DBA to participate in July 7 Community Night Market

**Correspondence OUT:**

- Letter to Sechelt Re: Target Marine referendum decisions
- Letter to Sechelt Re: Dccs
- Letter to Sechelt Re: Open Burning ban by-law
- Invitation to BC Hsg Raymong Kwong to visit June 6 with Gibsons re: Parkland and Aff Hsg
- E-mail to CCBA members to participate in Coast Reporter's Q of the Week-Target Marine
- E-mail to Darren Inkster inviting Sechelt Council & Staff to meet June 30 to discuss issues

**ITEM # 2 Standing items:**

**1. President's Report –**

- i Update on Sechelt's proposed DCC rate increase
- ii Update on **CCBA's Affordable Housing Initiative** Town of Gibsons/ Parkland
- iii Selma Park Breakwater Steering Committee – report on Sooke visit plans for Campbell River
- iv Report on Next **Quarterly Builders/ Regulators meeting** – proposing June 30 w Sechelt Council & Staff

**2. Treasurer's Report – (Finance Chair: Kim Liptak = Past Chair - Doug Spani)**

- i report on succession plans: bookkeeping, audit, Board insurance
- ii Presentation of Income Stmt
- iii Presentation of payables

**ITEM # 3 Business Arising From Meeting Notes:**

- i **Sewage Facilities Commission** – next steps for CCBA?
- ii **Economic Development Task Force - - Report from Darnelda Siegers**
- iii **Building the Coast – Report from Chester Machniewski** Update on Issue 1, planning for Issue 2

**ITEM # 4 COMMITTEE Reports:**

**CCBA Development (Membership) Chair: Darnelda Siegers –**

- i report of membership status – 100 + Members – 2-3 auditing, expired have been f/u for renewal
- ii Membership management – update on improvements: need budget for preparation of membership cards /Welcome Packages, Custom Carpets assistance to be f/u

**Governance (Chair: Lance Sparling) –** Succession planning ; CCBA management and admin structure, Sept 2011 Strategic Planning

**Communications (Chair: Gina Stockwell ) –** CCBA Web, Bulletin, Building the Coast

**Special Events (Chair: Chester Machniewski) -** Discuss Next Members meeting; 2012 Home show ; Chambers of Commerce liaison

**Political Affairs (Chair: Chris Moore) –** OCP, DCCs, bylaws, economic development, Accessibility Guidelines

**Marine Access – See President's Report**

**New Business –** Habitat for Humanity has appealed to CCBA for a skilled Project Manager and skilled construction crew members

**10:00 Adjourn – confirm next Board meeting time and date**