

Minutes of DIRA Board of Directors Meeting
January 7, 2013

Present: Chair; Frank Frketich, Bert Taylor, Anne Page, Doug Wright , Bob French, Denise MacKean (recording)

Regrets: none

1 The meeting was called to order. Added to the agenda was a Tax discussion (Doug) and a letter from Sharon Clarke (Bert).

2 Minutes for the Board meeting of December 3, 2012 were adopted as corrected.

3 Frank tabled a request from Transition Denman to become a committee of DIRA. Frank asked Herb Jones to write a letter to make this request and will post the request at next week's General Meeting. They need to prepare a "Terms of Reference" for the committee and then seek DIRA membership approval. A question arose concerning how the finances of the new committee would be handled by our treasurer. We need to understand their financial needs as DIRA is ultimately responsible for committees. Transition Denman is a Society presently but would have to de-certify to become a committee of DIRA and we need to consult them about this before going to the membership. Details which need to be considered are: funding for costs of insurance, DIRA's overriding authority, Society cancellation, and banking through DIRA. Insurance again dominated this discussion. Frank will get back to them.

4 Website upgrade tutorial: Doug, our website guru, will send a set of videos to instruct us on how to post material on the site. Frank wants Dec. 3 Board meeting minutes posted.

5 CVRD Service Agreement discussion: Bob introduced his suggested changes to the agreement and questioned proceeding with this Service Agreement document. He suggested we prepare an alternate document more about "service provision" and less about legal protection. Bert wishes to explain to CVRD that we are not in a position to guarantee the performance of this contract. We should explore how we can be helped to carry out these functions less formally. If we can have a document which describes our present service delivery and requests support for those services it would be better. Bob agreed to "re-write" the document we now have from the CVRD to reflect this approach.

6 Doug Wright presented material from Canada Revenue Agency regarding reporting from DIRA. He had confirmation that the HST return to Waste Management will not be withheld. He suggested we use a non-profit organization (NPO) form and do not file the T2 form unless necessary as the NPO is adequate. We are obliged to submit the NPO form. We have never filed this before the Community Dock was built and that caused our status to change. Doug proposes we keep it simple, report DIRA committees we have direct control of and start submitting this form. **Anne moved we send in the required NPO tax form to CRA. Passed**

Liz Johnston's letter regarding the necessity of a financial review was discussed.

7 Bert suggested we discuss Sharon Clarke's Recreation Grant letter at a later date.

8 Bert suggested we start this year's Recreation Grant process soon.

9 Next Board Meeting February 4, 2013. Motion to adjourn carried.