

Transition Sooke Steering Committee Meeting Nov 15, 2022

Notes

All directors (6) present — Susan Belford, Alan Dolan, Koshin Moonfist, Lily Mah-Sen, Jo Phillips, Bernie Klassen — plus one active member

1. Welcome
2. Notes from previous meeting July 6, 2022 – OK
3. Agenda Review
4. Policies
 - a. Membership – New version prepared by Jo does not conform with bylaws. Need to re-write policy or consider revising bylaws at AGM in March.
Action: Jo to send out latest revision of the membership policy to Steering
Action: Jo to send out list of issues that need to be addressed to Steering
Once we have a new draft membership policy, we will take it to active members at the regular monthly meeting for their review
 - b. Decision Making
Action: Alan to present this policy at next regular monthly meeting
 - c. Financial Procedures – Delayed conversation until membership policy solidified
 - d. Guidelines for emails to the active members list – feedback received on this policy to create new draft
Action: Alan will re-send the latest version that he and Jo have worked on to Steering and then Jo and Alan will present it at the next regular monthly meeting
5. Festive Gathering – Agreed that gathering will happen at Anna Russell’s home, Sunday Dec 11, 1-4 pm. There is a committee organizing this gathering. Suggested the following things for that committee — Bring your own food and beverages, need extra chairs, RSVP by December 4, masks optional. **(Who is letting the committee know all these things?)**
Action Susan B to promote gathering in a short newsletter at end of November
Action: Alan will send invitation to “founding members” and others who have been recently active
6. Upcoming meetings – As per conversations at the most recent regular monthly meeting, we are suggesting the following events
 - a. Strategic planning session January 22, 1-5 with active members
 - b. Public event in February – Susan Clarke to organize and will solicit organizing committee at the next regular monthly meeting.
 - c. Annual General Meeting on March 22 in evening (hybrid)

All events to be discussed with members at next regular monthly meeting
7. **Action: Susan B to send out a suggested schedule of Steering Committee meetings that we could then provide to active members and supporters**