

Transition Sooke Steering Committee
Draft Notes
December 20, 2022

Present: Bernie Klassen, Alan Dolan, Lily Mah-Sen, Susan Belford, Jo Phillips

Note 1: Koshin Moonfist has withdrawn from Steering Committee and Sooke Multi-Belief Initiative has withdrawn from Transition Sooke.

Note 2: Steering Committee meetings will take place the day before Regular Monthly Meeting at 7 pm (?)

1. November 15, 2022 notes
 - a. Accept notes: Moved by Susan B, seconded by Bernie - passed
2. Policies – Three policies passed at recent monthly meeting (Dec 14) and posted on website: <https://transitionsooke.org/about/>.
Active members email list guidelines – passed at monthly meeting (Dec 14) and posted to all active members. Will be posted regularly to list as a reminder
3. Strategic Planning – Committee established for this January 22, 2023 event (10 am – 1:45): Susan B, Diana G, Jo, Andrew Moore, and Lily (to be present at first meeting only) First meeting on December 28, 7 pm on Zoom
4. Seasonal Gathering – Dec 31, 2022 – Anna has emailed active members and will send a reminder; Alan has emailed recent alumnae
5. Public event – February 2023. Susan C co-ordinator. Susan B and Lily to assist.
ACTION: Committee needs to meet:
 - a. Set a date
 - b. Set a location
 - c. Suggestion that meeting focus on positive solutions
6. AGM planning
 - a. Wednesday March 22, 7 pm hybrid meeting
 - b. **ACTION: Alan to contact David Mallett to run election**
 - c. **ACTION: Jo to book room**
 - d. **ACTION: Alan to draft year in review**
 - e. **ACTION: Lily to prepare financial report**
 - f. **ACTION: Susan B to facilitate**
7. Next Steering Committee
 - a. Susan B, Jo, Lily, and Alan will run for re-election to the Steering Committee
 - b. Need to talk to some folks about considering joining Steering Committee:
 - i. **ACTION: Susan B to contact Diana**
 - ii. **ACTION: Susan B to contact Anna**
 - iii. **ACTION: Lily or Jo (??) to contact Andrew Moore**
 - iv. Other possibilities – Susan Clarke, Chris Moss, Lynn Moss, and?
8. Actions – from previous meeting notes all done
9. Roles of officers — **ACTION: Alan to re-word duties of Secretary and add sub-bullets for note-taker**
10. Next Monthly Meeting
 - a. Bernie to facilitate; Alan to do tech
 - b. Train other facilitators — Gord?