


# Lakeview Windsor Junction Fall River Residents Association

Minutes

MONTHLY COMMITTEE MEETING	
<b>Meeting Date:</b>	June 12, 2023 6:30 PM – quorum reached at 7 PM
<b>Location:</b>	LWF Community Hall
<b>Attendees:</b>	Jay Cameron – Chair Sameer Alarakhia – Vice Chair Elizabeth Booth - Secretary Sarah Brickell - Treasurer Paul Adlakha - regrets Michelle Flanagan Andrea Forrest - regrets Alan Joyce - regrets Mathew Lovett Marty MacFarlane - regrets Jim Simon Anthony Taylor - regrets Cathy Deagle Gammon - regrets
	
No.	Item
1	<b>Approve Agenda</b> Motion to Approve: Michelle Flanagan Seconded: Mathew Lovett All in Favour
2	<b>Approve Minutes from April 24, 2023</b> Motion to Approve: Michelle Flanagan Seconded: Elizabeth Booth All in Favour
3	<b>Follow up from May 30, 2023, LWFRA AGM</b> Action items: none required
4	<b>Review LWFRA Mandates</b> LWFRA mandates reviewed by all present.
5	<b>Treasurer’s Report</b> <b>Note: New HRM requirement for LWFRA to provide documentation prior to release of annual funding (as per HRM Council motion approved May 23, 2023):</b> <i>The annual funding for community area rate associations will not be released to the association and will remain on hold with HRM until such time that the association provide a copy of the <u>prior year financial statements</u> including a full accounting for the funds received and expended from the rate, the <u>fully completed and approved business plan and budgets for the 2023/24 fiscal year approved by majority vote at an AGM</u>, a copy of the <u>minutes from the AGM</u> where the approval was recorded, and <u>updated contribution agreement with HRM if required</u></i>

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	<p>AGM minutes that show the approval of the 2023/24 business plan, and a copy of AGM booklet were sent to HRM Area Rate via email by Jay Cameron. Business Plan, financial statements have previously been sent.</p> <p style="text-align: center;"><b>Action item: Follow up within 1 week – Sameer Alarakhia</b></p>
6	<p><b>HRM Councilor Cathy Deagle Gammon’s update</b> – Not available at this meeting</p>
7	<p><b>LWFRA Funding Application Reviews</b> No new LWFRA funding/grant requests.</p> <p><b>LWF Hall revitalization grant request (Request # 2022-03) – update</b> <b>Action item:</b></p> <ol style="list-style-type: none"> <li>1. Contribution agreement required for LWF Hall revitalization grant (since &gt;\$4000). The completed contribution agreement has been forwarded to HRM Finance. Awaiting approval.             <ol style="list-style-type: none"> <li>a. <b>Action item: Follow up with HRM Finance - Jay Cameron</b></li> </ol> </li> </ol>
8	<p><b>LWFRA Sub-committees’ status update</b> <b>Grant Sub-Committee</b></p> <ol style="list-style-type: none"> <li>a. LWFRA grant application form revisions – posted to LWFRA website.</li> <li>b. LWFRA grant application scoring criteria review - Will review scoring criteria when next funding request received.</li> <li>c. Incorporate Contribution Agreement Process requirement for funding &gt;\$2k per request, &gt;\$4k annually.</li> </ol> <p>We will begin posting PDF versions of our meeting minutes on the website. <b>Action item: After each board meeting, PDF versions of the approved minutes will be sent to Alan for posting on our LWFRA website.</b></p> <p>Jay re-introduced the concept of sub committees for Communications/Outreach and Strategy within LWFRA. Follow up at next meeting in September.</p>
9	<p><b>Other Business</b></p> <ol style="list-style-type: none"> <li>1. Propose a “Board Practicalities” workshop facilitated by Adam Huffman, Community Developer HRM. <i>This session covers the basics about boards; becoming familiar with subgroup structures, governing bodies; roles and responsibilities of members; officer duties; and board tips.</i> <b>Action item: Book the workshop for Sept 19, include WJCC, Lakeview and Keloose Board members in the invitation. Confirm Adam’s availability – Elizabeth Booth</b></li> <li>2. Setting dates for future board meetings. <b>Action item: Book strategic planning workshop for LWFRA Board: Sept 30 930 – 12 noon. – Sarah Brickell</b></li> <li>3. Water testing of local lakes – HRM does not schedule test water quality of our local lakes, concerns have been raised about identifying when water quality is compromised due to blue green algae. If this is brought forward by a local nonprofit group, LWFRA will consider funding. <b>Elizabeth will approach SWEPS.</b></li> </ol>
10	<p><b>Adjourn</b> Motion to Adjourn: Jim Simon</p>