

Filberg Heritage Lodge and Park Association (FHLPA)

ANNUAL GENERAL MEETING MINUTES – for the year ending December 31, 2021

Held at Filberg Lodge Park on May 7, 2022

Mission: The Filberg Heritage Lodge and Park Association is dedicated to the preservation and stewardship of the Filberg Lodge and Park

Vision: A world-class heritage park for all to enjoy

Key message: The Filberg Heritage Lodge and Park Association is a non-profit organization established in 1979, which has the responsibility of maintaining and restoring the heritage lodge and outbuildings in the park. All monies raised by FHLPA from membership sales, donations, gift shop, special events and year-round fundraising is used for this purpose, and the operational costs associated with managing Filberg Park.

MINUTES OF MEETING

Chair of the Board, Audrey Craig, brought the meeting to order at 1:04 pm and thanked all in attendance and recognized a member from Port Hardy. Introductions of the current board members and the Executive Director, Linda Thomas and Facility Manager, Joe Julien. Thanked the Town of Comox for their continued support and hard work, along with the representative from the Town of Comox, Maureen Swift.

Audrey confirmed that adequate notice of the AGM had been given to active members and that a quorum (12 members) had been established, as evidenced by the sign-in sheet and the following members in attendance:

Anne Marie Bowen, Mo MacKendrick, Diana Lake, Lori Harmer, Carol Anderson (B), Norma Dean (B), Pat Bourgault, Peter Crawford (B), Tom Blackburn (B), Audrey Craig (B), Cheryl Edmunson (B), Hollie Shewfelt (B), Maureen Swift (Town of Comox), Melanie Whittall (B), Sharon Rouleau, Wendy Wiggins, Joe Julien (Facility Mgr.), Linda Thomas (ED)

(B) denotes current board member

Approval of AGM Minutes dated May 29, 2021

MOTION: "To approve the FHLPA Annual General Meeting minutes dated May 29, 2021, as written."

Moved: Mo M.

Second: Tom B.

Motion Passed

Board Chair Comments

2021 described as resiliency. Everyone worked so hard. Festival will be returning. We held a great Easter Event this past April. No questions for the Chair of the Board.

Report from the Treasurer Hollie Shewfelt.

\$43,000 surplus at the end of last year, and an amazing accomplishment with the challenges the Association had. \$52,000 in Gift Shop sales. The Liz Stubbs Cutting Garden and Marc at the Summer Kitchen did great. The Grape Arbour project has been completed, and thank you to the Courtenay Rotary Club for supporting this project. We also received a \$15,000 grant from the Community Foundation and thanked them for their stewardship. We received \$30,000 in wage subsidy to assist with our annual wages—\$ 19,000 from a COVID Grant from Emergency COVID funding.

MOTION: “That the financial statements for the year ended December 31, 2021, as presented by Cloutier Matthews, be accepted as distributed.”

Moved: Hollie S. **Second:** Peter C. **Motion Passed**

MOTION: “That the firm of Cloutier Mathews be appointed for 2023 to provide FHLPA with a Compilation Engagement Report (formerly known as Notice to Reader).”

Moved: Hollie S. **Second:** Norma **Motion Passed**

The chair brought attention to the following submitted reports, which were available for review on FHLPA’s website:

- Chair of Board report (Audrey Craig)
- Maintenance and Restoration Report (Tom Blackburn) (verbal report also given)
- Liz Stubbs Cutting Garden (Sharon Rouleau and Anne Marie Bowen) (verbal report also given)
- Gift Shop (Anne Marie Bowen and Mo MacKendrick) (verbal report also given)

New Business

No elections are required this year, and there will be four vacancies next year. Committee will be struck five months before next year’s AGM.

Special Presentation: Filberg Gift Shop

Gift Shop has renewed passion and volunteers with specialized skills. It is a very positive work environment. The Gift Shop has reached 33 percent of its goal for 2022 in Quarter One. They ask that we keep the word out that the Gift Shop needs more donations. The Gift Shop depends on donations for its stock. No appointment is required to donate, and the volunteers can also make arrangements to pick up donations. The Porch made \$3,000 last year. The Gift Shop saw more than 3,000 visitors last year, and they were open 75 days less than the previous year.

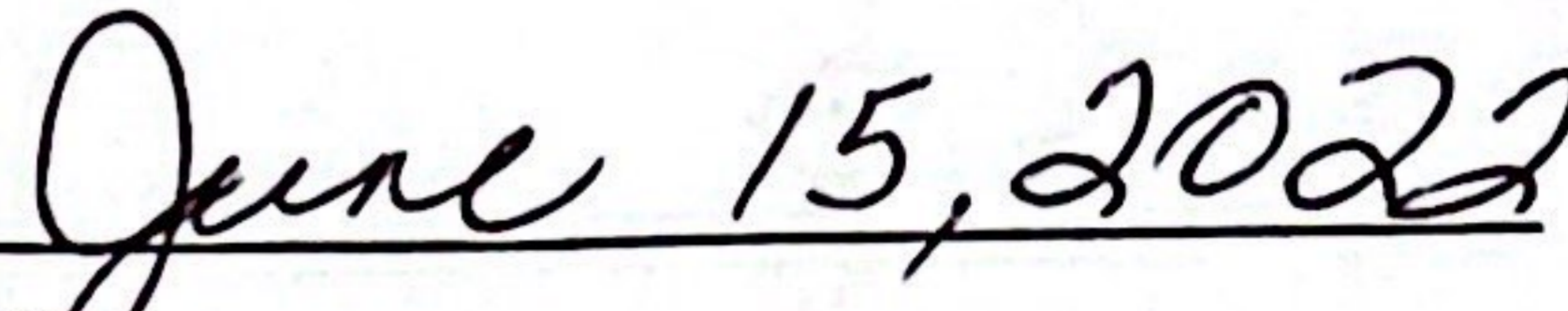
Adjournment:

Chair of the Board, Audrey Craig, adjourned the AGM at 1:23 pm.

May 7, 2022, Meeting Minutes Approved by Chair, Audrey Craig



Signature



Date