

Filberg Heritage Lodge and Park Association

ANNUAL GENERAL MEETING MINUTES FOR THE YEAR ENDING December 31, 2023

Held at Filberg Lodge Park on May 11, 2024

Mission: The Filberg Heritage Lodge and Park Association (FHLPA) 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 FHLPA 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 Annual General Meeting (AGM) to order at 1:01 pm and thanked everyone for coming out.

Audrey introduced the current board members present: Cheryl Edmunson (Vice-Chair) Judith Marriott (Treasurer), Melanie Whittall, Norma Dean (retiring), and Alex Bissinger; and John Mang (late). Councillor Maureen Swift (Town of Comox representative), Mo MacKendrick (Gift Shop) and Anne Marie Bowen (Cutting Garden). Audrey gave a special thank you to Eva Trebell for signing in the attendees and Jill Almond for recording the AGM minutes. Audrey acknowledged the absence of Linda Trevor (Executive Director) and gave a warm welcome to Lauren Coburn of MRG Events.

Audrey confirmed that adequate notice of the AGM had been given to active members and that the quorum of 12 active members was established, with the aforementioned members and the following members in attendance as evidenced by the sign-in-sheets: Shelley Combs, Nancy Shaver Le Forte, Diane and Tom Blackburn, Diana Lake, Ray Craig, and Wendy Wiggins.

Approval of the Agenda

MOTION; "That the Agenda for the May 10, 2024 AGM be accepted as written and distributed".

Moved: Judith Marriott

Second: Alex Bissinger

Carried

Approval of the AGM Minutes

MOTION: "That the Minutes of the March 25, 2023, AGM be adopted as written and distributed".

Moved: Diana Lake

Second: Melanie Whittall

Carried

Chair's Report - Audrey deferred her report and introduced Judith Marriott for the Treasurer's Report.

Treasurer's Report - (distributed prior to AGM). Judith said that as this was her first year as Treasurer there was lots to learn. She highlighted the over \$89,000 from the Filberg Festival (FF), over \$80,000 from the Gift Shop (GS) sales and \$20,000 from the Cutting Garden (CG). She noted the FHLPA was able to expand rentals and exceed membership goals thanks to the many dedicated volunteers. The Comox Valley Community Foundation (CVCF) gave \$20,000 to the association also. Judith noted that considering the FHLPA is composed of Linda Trevor, Executive Director (ED), Serhii Krot (one maintenance work employee), and many volunteers, overall it has done amazingly well. She gave a special thank you to Tara Purdy of Raven Bookkeeping and to accountants Cloutier Matthews.

QUESTION: What was the CVCF grant used for? ANSWER: General operations - it has no restrictions on its use.

Judith also noted that as of December 31, 2023 there was \$227,000 in short term investments providing an ample safety net if needed and another \$200,000 in restricted investments.

MOTION: "That the Filberg Heritage Lodge & Park Association year ended December 31, 2023 FHLPA Financial Statements be accepted as distributed".

Moved: Tom Blackburn Second: Mo MacKendrick Carried

MOTION: "That the Cloutier Matthews Company of Chartered Accountants be appointed as Chartered Accountants for the FHLPA fiscal year ending December 31, 2024".

Moved: Norma Dean Second: Eva Trebell Carried

Restoration and Maintenance Report - (distributed prior to AGM). Report given by Tom Blackburn in the absence of Linda Trevor, (ED). Tom stated the positive outlook for the FHLPA 5 year Restoration and Maintenance Plan and noted that the Town of Comox has generously supplemented the Park due in part to the collaborative relationship between the ED and Councillor Maureen Swift. Tom stated Serhii is on top of things and is a hard worker. Audrey acknowledged the help of both Bob Bowen and Tom Blackburn who took over the maintenance during the absence of a dedicated employee. Tom acknowledged the GS and MRG for making the continued restoration and maintenance of the FHLPA buildings possible.

Gift Shop Report - (distributed prior to AGM). Mo MacKendrick noted the impact "the little GS that could" has supported and continues to support the FHLPA. About 3500 volunteer hours and over \$78,000 and 10,000 visitors contributed to the FHLPA in 2023.

Cutting Garden Report - (distributed prior to AGM). Anne Marie Bowen reported that 18 volunteers manage the original cutting garden started 20 years ago by Liz Stubbs and that the yellow rose planted in her honour is flourishing. Volunteers put in 1000 hours working three times a week from mid-May to the end of December. A successful contract with the Summer Kitchen provides 24 table posies and one large bouquet weekly. Over 980 annuals and 45 dahlias were planted in 2023.

Report from the Town of Comox Representative - Maureen Swift reported she has been the liaison between the local government and the Lodge since 2011. She acknowledged that the Town looks after the Park grounds and that the bond between Trina and Linda fully supports that. There is a great working relationship between the Town and the Lodge, and

the Town recognizes that volunteers are the heart and soul of the Park which is a gem for the whole valley.

Chair Report - (distributed prior to AGM).

Audrey Craig's personal remarks to the 2024 AGM.

As I step down as Chair for the FHLPA, I wanted to take this opportunity to express my thanks to all of you:

To our members - thank you for your ongoing support of and continued interest in Filberg. Without you we would not exist.

To our community supporters - thank you for your continued financial support of Filberg. There are too many to single out, but we appreciate you all. Without you we would not exist.

To our volunteers - you are all passionate ambassadors for FHLPA. Your willingness to help when asked is so valued and I thank you all. In my many years as a volunteer, I have never encountered a more dedicated and committed group of folks. Without you we would not exist.

To our Team Leads - I have had the pleasure volunteering alongside Val Graham, Anne Marie Bowen, Mo MacKendrick, Sharon Rouleaux, and many others. Your steady guidance has kept the ship steady and afloat. Without you we would not exist.

To the Town of Comox - What would we do without Trina: her love and knowledge of every blade of grass in the Park is incredible. Huge thanks to our Town Council Rep, Maureen Swift. She has made an indelible mark on our Society as a continuing strong advocate for us on council.

To our Board - Board service is one of the toughest volunteer roles of all and I am so thankful to all of you and the prior boards for your dedication and tenacity. You have all distinguished yourselves as judicious stewards of our Society and never flinched in the face of difficult decisions. Someone once said, "Wisdom is knowing what to do next, virtue is doing it". You proved to be both wise and virtuous. Without you we would not exist.

To our ED and Facility Manager - Linda, your enthusiasm and thirst for knowledge is amazing and we have all benefited from it. You have taken our Society to a new level and we all look forward to the coming years. You have created a niche market for rentals and your on-time, on-point Newsletter is a delight to read. Serhii - Welcome! It did not take long for you to become a valuable member of the Filbert Society family. We so appreciate your amazing work ethic. Without you we would not exist.

We saw a lot of changes over the past six years such as changes in staff, changes in our governance model and changes to our Festival while navigating through the Pandemic.

There are so many things I will never miss from the pandemic but a couple stand out:

1. During the two years of Zoom meetings, patiently saying, "You're on mute".
2. The work "pivot" - likely the most overused word.

As you have heard, it's our people that make us successful and again my profound thanks to all of you. I am honoured to have served as your chair but I'm not going anywhere but on to a new title "Past President". Best wishes to all as we begin a new chapter.

A standing ovation followed.

New Business

A heartfelt goodbye was extended to retiring Board members Norma Dean and Peter Crawford. A token of appreciation was given.

At this point in the AGM, Cheryl Edmundson, took over as our “illustrious leader is baling”.

Cheryl spoke of numerous highlights during Audrey’s term as Chair:

Her ‘magical’ ability to recruit Board members.

Her lead through the Pandemic.

Her leadership to help us move from a working to a governance board.

Her post-Pandemic management of the Festival with MRG.

Her super power of fund-raising abilities.

Her food for the volunteers.

Her love of being on the front line with the kids (along with Maureen).

But her biggest contribution has been that the Filberg is known beyond our little town with Audrey and Linda working together and we all appreciate that.

A bouquet of flowers and a card were presented to Audrey. Cheryl announced that by a unanimous decision of the FHLPA Board, Audrey has been given a Lifetime Legacy Tree. A ceremony will be arranged in the summer so friends and family may attend. Cheryl thanked Audrey for all she has done and noted she leaves ‘big shoes to fill’.

Audrey gave heartfelt thanks for her very own tree.

Election of Officers - (CVs distributed prior to AGM).

MOTION: “That Shelley Combs be accepted as a Director for FHLPA for a renewable 3-year term effective March 25, 2024”.

Moved: Alex Bissinger Second: Nancy Shaver Le Forte Carried

MOTION: “That Robin Ram be accepted as a Director for FHLPA for a renewable 3-year term effective March 25, 2024”.

Moved: John Mang Second: Judith Marriott Carried

Current Board Terms

Name	Term Expires
Audrey Craig	AGM 2024 (Past President)
Peter Crawford	AGM 2024 (retiring)
Norma Dean	AGM 2024 (retiring)
Cheryl Edmundson	AGM 2026
John Mang	AGM 2026
Melanie Whittall	AGM 2026
Judith Marriott	AGM 2026 - Eligible for a second term
Alex Bissinger	AGM 2026 - Eligible for a second term

Term of office is 3 years, and Directors may serve 2 x 3 year terms (6 years) consecutively.

Special Presentations

Lauren Coburn, MRG Events, Filberg Festival Producers - (report distributed prior)

Lauren thanked the FHLPA for inviting her as this was the first AGM meeting she has attended. Lauren has been the head of MRG events since 2022. MRG is the producer of the Filberg Festival (FF) and other niche community festivals. But Lauren noted that MRG staff

love coming to Comox for the magical atmosphere and community involvement of the FF. They are honoured to manage the FF and feel there is nothing like this place.

Lauren reported on the August 2024 long weekend FF. 136 artists/vendors. 41 musicians all except one BC based. 130 volunteers. 150,000 attendees with 51% from Comox Valley, 34% from other Vancouver Island towns, 8% from mainland BC, and another 7% from further abroad. Over \$90,000 raised for FHLPA through community support, ticket sales, raffle ticket sales, and liquor sales. 200 media sponsors and over 500,000 people reached through marketing.

2024 is the 40th FF so Lauren has been brainstorming with Linda to bring in historic features of previous festivals. The goal is to exceed 15,000 attendees. Keeping in line with the 40th, there will be 140 vendors. The current line up consists of: Joel Plasket with Mo Kenny, Blue Moon Marquee, Ashley Sykes, and a front liner soon to be announced among many others. MRGs goal is to improve accessibility with an accessible viewing area near the stage and increased signage. Lauren said that she and Linda spend a lot of time together and hope to make FF 2024 better than before.

Honorary Life Memberships - Audrey recognized that the Board does issue Honorary Life Memberships to those who do above and beyond like Mo and Anne Marie. Norma Dean talked about Wendy East, a dedicated volunteer for 11-12 years. Initially active with tours, Wendy can be found in the Lodge any day of the week committed to the sorting, cleaning, polishing, and pricing of donations to the GS. Norma nominated Wendy East for an Honorary Life Membership and the Board agreed.

Tom Blackburn has been a keen volunteer since 2016. He has been responsible for the restoration and maintenance of all our buildings having the necessary skills, searching for building hardware, he is a strategic thinker and expresses his opinion and happily lives across the street. Tom served on the Board and he has now taken Serhii under his wings. Tom Blackburn has been nominated for an Honorary Life Membership. Tom accepted the recognition and said it has been an honour and a privilege to 'work' for this spectacular Park which is such a gem. Diane Blackburn stated that the grandchildren call the Filberg - Poppa's Park.

Meeting was adjourned by the Chair at 1:54pm.

Vice-Chair _____

Date _____

Chair _____

Date _____