

Brookwood-Fernridge Community Association

BFCA Board Meeting Minutes

Month Day, Year

PO Box 61649 Brookwood, Langley, BC V3A 8C8

Board Attendance:

Wayne Crossen - President

Michael McGarry – Director at Large

Amy Morose - Treasurer

Joy Richardson - Secretary

Absent: Don Tocher - Director at Large, Pat Tocher

Also in Attendance: n/a

1. Call to order: The meeting was called to order by Wayne Crossen, President, at 6:45 pm.
2. Treasurer's Report – Amy Morose
 - a. Quarterly Income statement submitted, details upon request
 - b. Receipts submitted by Wayne & Michael for printed marketing materials
 - c. Treasurer's Report approved by Wayne, seconded by Joy
 - d. Amy's Facebook page gaining traction +advertising

Action Items: Amy tuning the BFCA Facebook page to gain additional buzz

3. Discussion of additional marketing material after TOL approves grant
 - a. Flyers, postcards, mailers, etc

Action Items: Wayne will follow-up on cost for postal distribution

4. Item: Brochure distribution
 - a. Joy & Michael to post business cards & brochures on local strategic bulletin boards and trailer park bulletin boards

Action Items: Joy & Michael distribute marketing material

5. Item: Discussion WIER "clean air question" delegation to TOL council meeting
 - a. Established [SME] subject matter expert, request to present material on behalf of BFCA

Action Items: Wayne to make contact with SME

6. Item: Marketing report – Michael McGarry
 - a. Manage Google Ads, Website NEWS, reciprocated site marketing, fine tuning BFCA site

Action Items: Provide FB Ads grant link to Amy

7. Venue locations – Joy Richardson
 - a. Monthly meeting and [AGM] Annual General Meeting venue options
 - b. Economical venue quote established

Action Items: na

8. Discussion – Public information booth setup
 - a. Preston Community Center - Rivermen Hockey booth
 - b. Campbell Valley booth
 - c. others

Action Items: Joy to follow-up on additional venues

9. Item: [KPU] Kwantleen Polytechnic University
 - a. Invitation to KPU Tree Bylaw debate

Action Items: Wayne will follow-up with KPU contact, and attend debate on behalf of BFCA

10. Adjournment: The meeting was adjourned at 8:45 pm.

11. Next Board Meeting – April 15th, 2017 at 6:30 pm, BFCA Board Room

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Respectfully submitted by, Joy Richardson – Secretary