



## **Minutes NOCA Board Meeting February 16, 2015**

### **Present**

Alexia Penny  
Ian Knipe  
Barbara Schreiber  
Lawrence Rieper  
Joy Adams Bauer  
Michele Hillier  
Matt Baillie

1. **Call to Order** – the meeting was called to order by Alexia Penny at 7:00 p.m.
2. **Approval of agenda** – The agenda was approved as amended. Moved by Lawrence Rieper, Seconded by Barbara Schreiber, CARRIED.
3. **Minutes from January 19, 2015** – The minutes were approved as circulated. Moved by Michele Hillier, Seconded by Matt Baillie, CARRIED.

### **4. Director's Reports**

- Treasurer Barbara reported that our current balance is \$1,202.97.
- Director Michele reported that the Nanaimo Foundation is holding their AGM on February 18. Michele and Alexia will attend. We should get word on the success of our grant application shortly thereafter. Michele also reported that the Nanaimo North Rotary Club will be building 15 community bookcases, with "Play Nanaimo" determining the locations around the city.
- Director Lawrence reported on his attendance at the Harris House Good Neighbour meeting. He will also attend the Nanaimo Heritage Summit on February 18. He also reported that he has spoken with Alexandria Stuart (assistant editor at the VIU student newspaper), who will give our Urban Farm Faire some publicity.
- Secretary Joy reported that she is checking the emails sent to NOCA via our website on a weekly basis. Any items requiring follow up will be brought to the attention of Board members. Motion that we renew the annual fee of \$100 for our website. Moved by Ian

Knipe, Seconded by Michele Hillier, Carried. Joy will contact Dean Forsyth who will renew on our behalf.

- Director Matt reported that he has found a pop up 10' by 10' tent for \$112.53. Motion that we give Matt authorization to spend up to \$125 on a tent. Moved by Ian Knipe, Seconded by Joy Adams Bauer, Carried.

## 5. Discussion Items

- Co-President Ian circulated the city brochure about heritage buildings in the old city for feedback. **Lawrence agreed to follow up with the city.**

- Discussion ensued about the removal of the two cypress trees at the corner of Milton and Wentworth. Ian shared some research he has done on pruning techniques in other jurisdictions. The Board agreed with Ian's recommendation that we invite both BC Hydro and the City of Nanaimo to an upcoming Board meeting to discuss how we can all work together to ensure the trees in the old city are preserved. **Ian will follow up with the appropriate representatives from both organizations.**

- Treasurer Barb gave the Board an update on changes to parking regulations on the 200 block of Milton Street. License plate recognition will replace the mirror hangers. Directors agreed that we have further discussion on parking on Milton Street at an upcoming meeting. The 2 hour resident exemption should only apply Monday to Friday from 9 am to 5 pm, as opposed to the current 24 hours.

- Director Matt shared a variance request for 106 Pine Street. The variance is to increase the basement ceiling height below grade. No concerns were raised.

## 6. Urban Farm Faire preparation

- **Ian and Alexia** will check the storage area at Pawson Park for tables.

- **Ian** will bring 3 tables and Matt will bring 2 tables

- **Ian** will contact the Nanaimo Recycling Exchange about a table

- **Ian** will organize the pamphlet drop

- **Alexia** will contact NALT about a table

- **Ian and Michele** will develop the poster and flyers and Ian will print them

- **Joy** will circulate the poster to the old city merchants

- **Matt** will help with marketing (e.g. the "Community Events" section of the Nanaimo News Bulletin; "What's on Nanaimo", etc.

7. **Adjournment** – the meeting adjourned at 8:30 p.m.

8. **Next meeting – Monday, March 16, 7 pm at Harris House.**