

Gabriola Community Bus Foundation Annual General Meeting - Minutes

November 6, 2023 | 2:00pm | Gabriola old Fire Hall 760 North Road

Meeting Chair Steve Earle

Minutes Recorded Helen Cook

Members Present:

Steve Earle

Helen Cook

Trevor Gear

Craig Tuohy

Paul Gledhill

Susan Yates

Vanessa Craig

Erin Udal

Dinah Desrochers

Darla Jamieson

1. Welcome and Introductions – Steve Earle

Acknowledged that we are on the unceded territory of Snuneymuxw First Nation.

- a. Quorum is achieved.
- b. Introductions – around the room and thanked everyone for attending.
- c. A slide show provides additional information that was presented.

2. Directors' Annual Report

a. Year in Review – Steve Earle

Steve presented some facts and figures for 2023 about the operation and ridership. Costs have been escalating and ridership is stable. Hours were reduced so that the rides / hour increased.

Celebrated 10 years in operations. Finished the Firehall renovations in 2023: doors, electrical, plumbing, paint, windows, gutters, rehabilitated the generator.

VIHA rides: youth targeted during summer and over 65 for the fall. 48 PHC annual bus passes were issued.

Moving ahead with fleet renewal: 2 electric buses.

b. Strategic Planning – Erin Udal

Erin presented Core Values reached as consensus. There are 6 core values intended to guide our development and decision making about service delivery.

3. Financial Report – Darla Jamieson

Darla said that we do not have to present a budget for the following year at the AGM. She also explained that BC Societies Act requires that we present the results of the auditor's independent review of the financial statements of the preceding fiscal year, within six months of its completion. . If any member wishes to receive a copy of the financial statements they are requested to indicate so on the sign in sheet.

a. 2022 – Auditor's Report

Darla presented an explanation of the financial statements, and how to interpret them. She explained that the Bertie new engine is a capital asset. This impacts our accounting bottom line, removing it from our operating budget to the balance sheet.

Significant Operating differences between 2022 and 2021 include: SUSO, Grants, Donations, Wages, Fuel, Repairs and Maintenance (even without including the Bertie engine repair) 2022 total was @\$54 K over 2021.

Sources of Operating Income: Largely the RDN grant (68%); Suso is 10%, Fares 11%

b. 2023 received a \$30k increase from RDN. Several events have influenced budget management this year:

- reduced 1000 service hours so obligations for pay increases could be met.
- adjust for SUSO loss of revenue, so further hours were reduced to compensate loss of revenue.
- Decided to park and not insure Pegasus. Currently operating 48.5 hours per week.

Darla presented 1st quarter comparisons 2021 and 2022, for key performance indicators: service hours delivered; total riders, riders/hour, fares, variable cost /ride.

c. Timing of AGM for 2024

Darla informed the members that the AGM to be held before June 30th next year in order to comply with BC Societies Act requirements. The Board of Directors approved this resolution at the directors meeting October 30 2023.

4. Board Elections – Steve Earle

Steve noted that Susan Yates has ended her term and thanked her for many years of volunteering on the GERTIE board. He noted the following:

- a. Darla Jamieson (first term expired) – standing for re-election.
- b. Nomination: Roger Bouchard – agreed to be nominated in absentia
- c. Nominations from the floor: no further nominations

Darla is acclaimed as a Board Director; Roger Bouchard is acclaimed as Board Director.

Questions:

1. Vanessa Craig asked when the 2024 budget will be prepared. Vanessa stated that the RDN is starting the process of budgeting tomorrow, target approval date is December. Gertie is accounted for in a draft RDN budget with a COLA increase, currently looking at 2% for COLA.
2. Erin asked what the process is to ask for additional funding beyond the COLA, within the bylaw limits. Vanessa Craig stated that a presentation is helpful. Darla said that

she can expect to see our request by end of November if not before. For a delegation to the RDN Board, a presentation/material can be provided in advance.

3. Susan thanked Vanessa for her continued support of Gertie funding at the RDN board.
4. Susan also said that the businesses she has talked to are supportive of Gertie, and they like the drivers.

Helen Motion to Adjourn meeting – seconded Steve Earle.

Meeting Adjourned 2:50 pm