

Spearhead Huts Society Monthly Directors Meeting

Minutes

Date: Aug 15, 2023
Time: 19:00-20:00
Location: Online

Attending: Alan Woodland, Andre Charland, Jayson Faulkner, Paul McBride, Ben Parsons
Absent: Chris Ludwig, Robin O'Neill
Guests: Iain Sherriff-Scott, Pierre Vacheresse
Called By: Andre Charland
Notetaker: Alan Woodland

The meeting was called to order with quorum at 7:04pm

The agenda was approved with no amendments.

The minutes from July 18 were approved.

Financial Report (Alan)

Andrea, Robin and Jayson attended BlueShore branch to sign documents and update records

CRA GST is in arrears. Alan will complete returns for Feb-Apr and May-July periods

All expenses for the Pacific Economic Development Grant must be incurred before March 31, 2024.

Expenditures on the Macbeth hut are \$82,000,

Alan paid some expenses out-of-pocket and requested a reimbursement for 1) Marsh Insurance \$268.80
And 2) BC Parks permits \$3,228.50 for a total of \$3,496.02

KCH Operations Committee (Iain) (7:18pm)

Solar project update - July 22 and 23, Adam and his team were flown into the hut but found that they had incorrect/missing components and needed an extension ladder to complete the work. Dates to complete the work have not been established

Replacement Starlink equipment has been ordered and consideration is being given to how to remount the equipment so it isn't damaged by winter conditions

Iain update on discussions with Blackcomb Helicopters on using a fabricated cradle for propane transportation instead of the old rigging slings.

Marie Amante had been appointed as Head Custodian

No report from Pierre on bookings this month

Paul introduced a Motion to authorize to spend up to \$10,000 to engage Stantec to provide an archaeological assessment for the Macbeth site and the K&C site. Approved.

Fundraising/Funding (Ben) (7:55pm)

Ben reported out on a plan to have kick-off event late November-December. SHS could charge an

affordable ticket price, attract 200-300 people, unveil design drawings, generate excitement and raise community awareness. Robin was nominated to (possibly) organize a silent auction?

Andre noted that SHS should consider hiring a grant writer and offered to write a job advertisement to attract the right candidate.

Macbeth Update (7:48pm) (Paul)

Paul met with OrrMoniz and Michael Green Architecture to advance the project. \$82,000 has been paid for concept, design and development so far. Alex Orr reached out to his contacts to identify potential professional services vendors.

Paul presented the results of his conversations with prospective planning and design consultants for the Macbeth hut. He proposed SHS enter into agreements with suppliers listed below.

	Discipline	Company	Principal	Cost
1	Geotech	Fontera	Will Stevens	\$2,950
2	Building Envelope	RDH	Graham Finch	\$20,000
3	Mechanical, Plumbing	HENA	Yoko Matsuyama	\$2,000
4	Electrical	Western Element	Patrick Krzesinski	\$3,500
5	Energy	Sea to Sky	Malin Ek	\$11,200
6	Post Occupancy Energy			\$9,450
7	Structural	Equilibrium	Eric Karsh	\$24,500

Total fees amount to \$73,600, less donation pledges of \$12,400, is \$61,200. Contingency is 25% (\$15,300) and maximum spend authorized = \$76,500. In the event of a cost overrun, Paul agreed to report to the board before spending the contingency money.

After some discussion, the board approved the proposal and delegated authority to Paul to enter into agreements with suppliers on these terms.

Next meeting September 19, 2023