DISTRICT OF SUMMERLAND

District of Summerland
Cultural Plan Task Force
Meeting Minutes
Monday, November 20, 2015 at 9:00 am
Municipal Hall, Council Chambers
13211 Henry Avenue, Summerland, BC

Present: Denese Espeut-Post, Dianne Hildebrand, Susan Gibbs, Doug Holmes, John Bubb, Dan Dinsmore, Betty Ann Xenis, Margaret Holler, Ellie van Nie, Janet Peake, Jean Evanishen
Staff: Ian McIntosh, Development Services

1) **Call to Order at 9:04 am**

2) **Approval of Agenda** -Motion to approve agenda as amended for strategic planning. Carried

3) **Adoption of Minutes** – November 2, 2015 meeting minutes. Motion to approve the minutes. Carried.

4) **Workshop Debriefing – Heritage, Seniors, Youth, Social & Community Services ,Environment**

- D.Hildebrant reported Heritage session had valuable wide ranging comments and a good representation of heritage groups.
- E. van Nie said Seniors held good discussion especially about accessability.
- B. Xenis reported it is hard to access youth even with lot of promotion.It was a small group. SSS leadership class got students to respond to three questions and the feedback from this was good.
- J. Bubb reported that the two sessions were good. Themes included better coordination and communication that were brought forward in other sessions as well.
- M. Holler reported that the turnout from environmental groups was very good. Some common themes are emerging with other groups. Others were new such as a "natural playground".

5) **Team Updates**

a) **Communications Strategy Team – Communications Plan**
   i) Community Conversations-upcoming Festivals, Sports &Rec and Local Business. Agribusiness to be scheduled by Dan.
   ii) Display Boards B. Xenis reported that this is completed currently.
   iii) Written submissions- J.Bubb reported that there are 4 submission.If emails are received for a specific topic then they can be included in that session otherwise they should go to J. Bubb. We should encourage arts groups to provide more written submissions. D.Holmes will draft a letter about this for next meeting.
   iv)

b) **Comment Collating Team**
   i) Organization of survey responses – Collation of data from the conversation cafes continues. 2 more questionnaires given to I MacIntosh for inclusion in Fluid Systems. D. Espeut-Post. reported that she is talking to Shamus Bowker IT coordinator about collating survey data.

c) **Facebook Page and Website Development Team**
   i) Posting of Workshop Feedback-B.Xenis reported not all summaries have been posted as they have not all been received.
   ii) Pin schedule of community conversations to Facebook and website

d) **Budget/Finances:** M Holler reported actual expenditures to date were $4,252.31. M Holler asked for a motion to approve $203.46 expenditures. Carried. M Holler provided the updated schedule of finances through basecamp.

e) **Time Management Team-**D. Dinsmore stated that community conversations are continuing. D. Espeut-Post suggested we devote more time at the first January meeting.

6) **GIS Culture Mapping update-** I. MacIntosh said this is ongoing. He said he is adding artists to the list but needs more input from artists themselves. D. Dinsmore suggested we should add contact information, directories and other information to the GIS mapping process if possible.

7) **New Items**

   a) Follow-up with Caleb Moss – Plans and Contracts tabled until next meeting.

   b) Invitation to Sharon McCourby (Lake Country) for presentation . D.Holmes reported that she will come to our January 15th , 2016 meeting.
   c) Strategic planning- D. Hildebrand will put up an article from the Globe and Mail that focuses on strategic planning on basecamp.

8) Next Meeting: Monday, December 7, 2015 at 6:30 pm – Council Chambers

9) Adjournment at 10:00 am.

Signed

Chair **Recording Secretary**