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**MINUTES OF THE REGULAR BASSANO FCSS ADVISORY BOARD MEETING HELD ON FEBRUARY 5, 2024**

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**ADVISORY BOARD MEMBERS**

- Tammie Hauck
- Christine Petkau
- Heather Basarab
- Alice Slomp
- Evelyn Jensen
- Kevin Jones

**ADMINISTRATION**

- Amanda Davis, CAO
- Amanda Barron, FCSS Director

**1. CALL TO ORDER**

**CHAIR HAUCK** called the meeting to order at 3:30p.m.

**2. ATTENDANCE AND REGRETS**

- Heather Basarab
- Amanda Davis, CAO

**3. ADOPTION OF AGENDA**

**FCSS12/2024** Moved by **MEMBER JONES** that the February 5, 2024 agenda is approved as presented.

**CARRIED**

**4. MINUTES OF JANUARY 8, 2024**

**FCSS13/2024** Moved by **MEMBER PETKAU** to approve the minutes of the January 8, 2024 FCSS Advisory Board AGM meeting as presented.

**CARRIED**

**FCSS14/2024** Moved by **MEMBER SLOMP** to approve the minutes of the January 8, 2024 FCSS Advisory Board Regular meeting as presented.

**CARRIED**

**5. FINANCIAL SUMMARY**



None

**6. DIRECTOR'S REPORT**

**6.1 Director's Report – January 31, 2024**

**FCSS15/2024** Moved by **MEMBER JENSEN** that the FCSS Directors report for the period ending January 31, 2024 is approved as presented and discussed.

**CARRIED**

**7. CAO REPORT**

None

**8. UNFINISHED BUSINESS**

**8.1 P-FCSS- 003 HUMAN RESOURCES – DIRECTOR APPOINTMENT AND EVALUATIONS POLICY**

**FCSS16/2024** Moved by **CHAIR HAUCK** that the Family and Community Services Advisory Board approves the HR Director Appointment and Evaluation Policy P-FCSS003 as amended.

**CARRIED**

**8.2 2024 VOLUNTEER APPRECIATION LUNCHOEN**

**FCSS17/2024** Moved by **MEMBER JONES** that the Family and Community Services Advisory Board extends an open community invitation to the Volunteer Appreciation Luncheon and prepares service for 200 people to be held Friday April 19, 2024 from 11:30 a.m. - 1:30 p.m. at Bassano Community Hall.

**CARRIED**

**9. NEW BUSINESS**

**9.1 2024 MARCH PROGRAMS**

**FCSS18/2024** Moved by **MEMBER PETKAU** that the FCSS Advisory Board proceeds with hosting a woman's introduction to Yoga session for International Woman's Day at Bassano Community Hall with a budget not exceeding \$300.00.

**CARRIED**

**FCSS19/2024** Moved by **MEMBER SLOMP** that the FCSS Advisory Board prepares an informational brochure for public distribution with the town newsletter detailing common fraudulent behaviors, safety measures and support resources, with a budgetary

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allowance of \$200.00. The budgetary allowance accounts for administrative/postage/ mailing fees, where applicable.

**CARRIED**

**9.2 COMMUNITY GARDENS**

**FCSS20/2024** Moved by **MEMBER JENSEN** that the FCSS Advisory Board develops programming to provide Community Garden Box rentals to the public at a cost of \$15.00 per box for a term from April 15 – October 15 annually. Remaining unpurchased plots to be planted with vegetables for inclusion in the Community Christmas Hamper program.

**CARRIED**

**9.3 P-FCSS 005 NEW MEMBER APPLICATION – MATT KELLY**

**FCSS21/2024** Moved by **MEMBER PETKAU** to enter a closed session at 4:45 p.m. to discuss personnel matters in accordance with the *Freedom of Information and Privacy Act*, section 25 (1)(c) with all persons excluded except FCSS Advisory Board and the FCSS Director.

**CARRIED**

**FCSS22/2024** Moved by **MEMBER PETKAU** to revert to a regular board meeting at 4:51 p.m.

**CARRIED**

**FCSS23/2024** Moved by **CHAIR HAUCK** that the FCSS Advisory Board recommends that Town Council formally appoints Matt Kelly as a volunteer member of the Bassano FCSS Advisory Board in accordance with the Skill Matrix and contingent upon the clearance of Vulnerable Sector and Criminal Record Check.

**CARRIED**

**10. CORRESPONDENCE**

10.1 Directors Network Spring Conference was reviewed.

**FCSS24/2024** Moved by **MEMBER PETKAU** to accept the correspondence and file the item as information.

**CARRIED**

**11. MEETING ADJOURNED**

**FCSS25/2024** Moved by **CHAIR HAUCK** to for adjournment of the regular meeting at 5:07 p.m.

**CARRIED**

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**Regular FCSS Meeting Minutes  
February 5, 2024**

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Chair Signature

*[Handwritten signature]*

Director Signature

*[Handwritten initials]*  
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