

Minutes

Developing a Strategic Vision Steering Committee Meeting

Date: May 20, 2008

Location: SEAPARC Boardroom

Time: 9:30 am

Present: A. Campbell, V. Diment, H. Phillips, J. Charles, W. Fritz

Regrets: A. Carver, R. Jorna, C. Gardener

1. Approval of Agenda

Approval of the agenda was moved by J. Charles and seconded by V. Diment. Carried.

2. Appointment of Recording Secretary

J. Charles was appointed recording secretary by rotation to be followed by V. Diment at the next meeting.

3. Approval of Minutes

Approval of the April 15, 2008 Minutes was moved by J. Charles and seconded by A. Campbell subject to minor amendments. Carried.

Approval of the May 6, 2008 Minutes was moved by H. Phillips and seconded by V. Diment. Carried.

4. Developing a “First Cut” of the Strategic Vision

There was general discussion about the development of a ‘First Draft ’ of the Strategic Vision to be circulated for community feedback. These included:

-to what extent should it reflect only the community workshop material or also include other

background and information forum material collected;

-a covering letter will need to be developed which explains how the document was developed

and what the feedback process will be;

-should consideration be given to having two final strategic vision documents - a shorter

summary document and a fuller document with more background material – or would two

documents be confusing to the community; and

-some of the material developed through the Community Health Initiatives could be included in

the second draft of the Strategic Vision.

W. Fritz provided an overview of the Team 1 working document which dealt with the material developed in the first community workshop. A number of editing changes were suggested for incorporation into the draft. There was discussion and general agreement that as some segments of the working material (strengths and weaknesses,

opportunities and threats, etc.) were lengthy and repetitive, these sections should be deleted in the next working draft of the strategic vision document.

A. Campbell provided an overview of the working draft of the second community workshop material which Team 2 had summarized and organized. A variety of editing suggestions were made as to how it might be strengthened for use in the First Draft Strategic Vision.

Decisions

-Team 1 and Team 2 will continue working with their material based on the suggestions received

and circulate a revised working draft to other steering committee members by May 27, 2008.

-W. Fritz will, for review at the next meeting, develop a draft covering letter for use when circulating the First Draft Strategic Vision.

5. Community Circulation of a First Draft Strategic Vision

A. Campbell reviewed a variety of ways which through which the community could be alerted about the First Draft Strategic Vision and how they could access a copy. There was appreciation for Arnie's work and general agreement to proceed in the manner suggested.

W. Fritz reviewed a draft community feedback questionnaire to be used when the First Draft Strategic Vision was circulated by e-mail and other means. A number of editing suggestions for change were made.

Decision

-A. Campbell to proceed with work re alerting the community about the First Draft Strategic

Vision

-W. Fritz will prepare a revised community feedback questionnaire for review at the next meeting.

6. Report of the Ad Hoc Subcommittee on Family/Children Consultation

H. Phillips outlined the activities taken to date to inform the community and involve children in taking and submitting photographs about what they value in their community for the future.

7. Reports of Working Sub-committees

a) Gathering Information

A. Campbell reported that he planned to obtain updated local census information from Tracy Corbett, (the project CRD liaison), and asked that suggestions about other information requests be forwarded to him. W. Fritz suggested that a one page summary of "key" information sources about Otter Point, Shirley and Jordan River be prepared for use in the Final Draft Strategic Vision.

b) Funding

W. Fritz reported that a decision on the \$2000 funding application to BC Health Communities was expected by mid June. A. Campbell reported that the project had

\$3,531.77 in its bank balance with outstanding bills still to be paid for refreshment costs associated with the community workshops and one advertising bill.

c) Publicity/Communications

A. Campbell reported that he would be providing an update on the Developing a Strategic Vision Project to the JDF Economic Development Commission on May 22, 2008.

d) Event Documentation

Nothing New to Report

8. Next Meeting – June 3, 2008

9. Adjourn

W. Fritz moved to adjourn the meeting.