September 2026 BCA Board Meeting Minutes

Date: Tuesday, September 15th. Starting at 7pm - 9:15pm

Location: in person

Chair: Mahnaz

Members Present: Barry Fenton, Eric Andersen, Anni Danielson, Elmira Nazar, Mahnaz Fardghassemi, In-Ah Mellor, Toby Barazzuol, Lauren Gorgounis, Fariba Leilaby, Michael Bernard

Members Absent: Ted Bancroft, Lesley Brooks

Executive summary

The board focused on improving internal communication, protecting volunteers' privacy, narrowing the association's priorities, and attracting more community members to lead projects. The recurring theme was that the board should enable good ideas without becoming responsible for organizing everything itself.

Decisions and direction

• Board communications should copy the BCA chair email for the time being.

• All communication should remain courteous and professional, recognizing that everyone is volunteering.

• Directors must update their 2026-27 contact information and add the date it was checked.

• The new BCA mission statement was received very positively. The board, rather than the wider community, will finalize it while checking whether an older version exists.

• The association will use its new UPS business address to protect volunteers' home addresses and satisfy Mailchimp and Google Workspace requirements.

• The UPS address will be reviewed in approximately one year to determine whether it remains worthwhile.

• A bylaw-review committee will be organized, with a kickoff meeting expected within the next few weeks.

• Instead of holding another broad brainstorming session in November, the board will review ideas from the previous two sessions, prioritize the strongest ones, and aim for a community or volunteer event around February.

• Cozy Nights will remain on hold while a more sustainable structure is developed. The likely future model is community-led, themed events supported by the BCA through space and promotion.

• Participation in Parkgate Community Day was considered poor value for the effort because of the table's location and low engagement. The BCA may skip it next year.

• The board would like to centralize BCA supplies and equipment if a suitable storage partnership can be negotiated.

Action items

Owner	Action	Timing
All directors	Update 2026-27 contact details and record the date reviewed.	As soon as possible
Mahnaz	Send instructions for copying the chair address and creating distribution lists, including Android and Mac guidance.	As soon as possible
Mahnaz	Circulate the mission statement and determine whether an older version exists.	This week
Website team	Publish the approved mission statement.	This week
Mahnaz	administration Circulate the new BCA mailing address	This week
Chairs	Replace personal addresses in Mailchimp, Google Workspace, Square, society records, and other accounts.	As soon as possible
Mahnaz	Check whether a director's personal address appears on the website and remove or update it if necessary.	soon
Bylaw committee (Eric, Toby, Anni, Barry	Organize a kickoff meeting and begin reviewing the bylaws.	Within the next few weeks
Michael	Compile and circulate ideas from the previous two brainstorming sessions.	Within one week
All board members	Select five preferred ideas and explain why in the shared Google document.	First week of October
Board	Review and narrow the ideas, using the mission statement as a filter.	October 13 online meeting
Mahnaz	Add QR codes for Facebook and Instagram.	Before printing

Mahnaz	**Create and share a central Google photo album for BCA photographs.**	**soon**
Board members	**Upload suitable historical or community photographs**	**After receiving album**
Mahnaz	**Ask Missy to photograph seasonal changes at the Blueridge sign and other community features.**	**Periodically**
Mahnaz	**Check historical brochure usage before choosing the print quantity.**	**Before printing**
Eric	**Ask Seymour Community Association for permission to adapt or share its municipal-issues survey.**	**At the upcoming organizers' meeting**
Mahnaz	**Explore converting the survey into a Google Form or simple online poll.**	**After permission**
All-candidates organizers	**Finalize the BCA's question and confirm recording or YouTube arrangements.**	**Before the October bulletin**
Michael	**Continue discussions with Mini Mall Storage and clarify the proposed barter arrangement. Determine space, security, climate control, food-storage rules, and promotional obligations.**	**Awaiting marketing response**
Cozy Nights group	**Develop a community-hosted model, clarify Canlan availability, and define what success would look like.**	**Further discussion required**

Topic notes

Movie night

• The Wild Robot attracted a good turnout despite rain and limited public awareness.

• The event apparently operated at a loss, but many concession supplies remain for another movie night.

• The provider reduced the original cost from roughly $3,000 to around $1,800 because third-party advertising was included.

• Future agreements should clearly explain sponsorship and advertising arrangements.

• Another movie night appears likely, with planning and deposits potentially beginning around January.

• A clearer weather communication or contingency plan would help.

Mission statement and organizational focus

• The board felt the BCA risks spreading itself too thin across many unrelated projects. The mission statement should help determine whether proposed activities fit the association's purpose and whether limited volunteer energy should be committed to them.

Brainstorming and volunteer recruitment

• Rather than generate another long list of ideas, the board wants to identify a small number of promising existing ideas and recruit people prepared to lead them.

• Compile ideas from both earlier brainstorming sessions.

• Each director selects five and explains the choices.

• Narrow these to approximately three priorities.

• Promote those ideas in advance.

• Hold a volunteer or community gathering, likely in February, where people can learn about them and sign up.

New brochure and photographs

• The redesigned tri-fold brochure was praised as clearer, more modern, and easier to scan.

• Social media QR codes should be added because people are unlikely to type account names manually.

• A central BCA photo collection is needed.

• Group photographs at public events may be usable, but close-up photographs of individual children should receive parental permission.

• The initial suggestion was to print 100 brochures, but usage should be checked before deciding.

All-candidates meeting

• The meeting appears to be scheduled for Thursday, October 8.

• Approximately five mayoral candidates and fifteen council candidates may participate.

• The BCA still needs to formulate its opening question.

• Suggestions included traffic, municipal services and recreation capacity, or asking candidates to identify the most pressing issue they would personally champion.

• The preferred question should be difficult to deflect to provincial or federal authorities.

• Weekly social media promotion has already been scheduled.

• Recording or livestreaming appears likely but still needs confirmation.

• Candidate seating will be determined by a draw to ensure fairness.

Storage

• Mini Mall Storage has been approached about providing storage in exchange for promotion or community discounts. Its marketing team is considering the proposal. Central storage could remove tents, Dino and Blu materials, concessions, and other equipment from volunteers' homes.

Cozy Nights

• Attendance had declined significantly, and the unstructured 'come meet your neighbours' model appears to have run its course.

• The preferred alternative is a flexible platform where residents, clubs, or businesses lead themed gatherings, such as trivia,

bingo, travel talks, wine evenings, recreation presentations, or local activity offers.

• The BCA would provide the Canlan connection and promotional support without organizing every event.

• October will likely be skipped while the structure is developed. No firm restart date was agreed upon.