

**Hornby Island Co-op
HR Board Meeting Minutes
August 8, 2018**

Present: Jim Garton, Don Peterson, Claire Burke, Rob Lewis, Al Dickie, Jill Candlish, Bill Havens, Randy Wunderlich

Recorder: Anita Lewis

Location: Dickie Residence,

Time: 10:04 AM – 10:23 AM

Jim opened the meeting at 10:04 AM and motions were addressed.

MOTION: To remove Donna Tuele as signatory on the CU account and to add Robert Lewis, Claire Lindsay Burke and Lisha Scott as signatories; **will be replaced with the following two motions:**

MOTION #1: To remove Donna Tuele and Chris Olsen as signers for account #20842 with the Union Bay Credit Union. M/S Claire Burke/Don Peterson, carried.

Amendment August 8th to read:

To remove Donna Tuele, Chris Olsen, and Bob Casault as signers for account #20842 with the Union Bay Credit Union.

M/S Claire Burke/Don Peterson, carried.

MOTION #2: The signers for Account #20842 with the Union Bay Credit Union are:

- Jim Garton, President (Sponsor)
- Claire Burke, Secretary
- Don Peterson, Vice President (Sponsor)
- Rob Lewis, Director
- Doug Shaw, Hardware Manager
- Julia Waddington, Grocery Manager
- Alex Allen, Gas Bar Manager
- Lisha Scott, Administration Manager

M/S Claire Burke/Don Peterson, carried.

These motions were approved in writing by the Co-op Board of Directors, circulated as an email July 19/2018, (carried 9/9).

The amendment was approved at a Board Meeting of the Directors August 8th/2018 and will be included in those minutes.

General discussion around the summer bonus and the potential to provide the managers with additional compensation as they collectively manage operations in the absence of a team manager. It was decided that the summer bonus tradition should be continued, and that Bob Casault should receive the summer bonus.

MOTION: To approve the summer bonus payout to staff and contractors for the total amount of \$5,900 (\$100 per employee/contractor). M/S, Rob/Jill, carried; **amended by email as follows:**

MOTION: Approve a \$100 summer bonus for each employee and regular staff contractor for 2018. M/S Jim Garton/Don Peterson, 7 in favour, 1 no response (Bill Havens) carried.

MOTION: in recognition of additional workload placed on the management team due to resignation of team manager an add to pay of 10% to base salary be paid to Lisha Scott, Doug Shaw, Julia Waddington, and Alex Allen for 90 days effective as of the next pay period. M/S Don/Rob, carried; **amended by email as follows:**

MOTION: in recognition of additional workload placed on the management team due to resignation of team manager an add to pay of 10% to base salary be paid to Lisha Scott, Doug Shaw, Julia Waddington, and Alex Allen for 90 days effective August 3, 2018. M/S Claire Burke/Rob Lewis, 7 in favour, 1 no response (Jill Candlish), carried.

Meeting ended at 10:23AM prior to in-camera session.

MOTION: Hornby Island Co-op Board Motion passed by email August 4th, 2018. Given that Bob Casault tendered his resignation on August 1st with 21 day's notice, and in light of his recent Work Safe claims, the board moves to pay out Bob Casault immediately for his 3 weeks, plus any outstanding financial obligations. M/S Claire Burke/Don Peterson, 7 in favour, 1 no response (Randy Wunderlich), carried.