Saanich Heritage Foundation

AGENDA
Tuesday, September 12, 2023, 5:30pm
Saanich Municipal Hall, Committee Room #2

Item	Description	Lead
1	Welcome	All
2	Assignment of Chair, Note Taker	All
3	Approve Agenda	All
4	Adoption of the July 11, 2023 Extraordinary Meeting Minutes	Chair
5	Municipal Hall Plaza bike parking	Glenys Verhulst, Sustainability Specialist, Saanich (guest)
6	Celebration - Heritage BC Award to Liam	All
7	Treasurer's Report	Lauren
8	1248 Burnside Road West (Stranton Lodge) Update	Sheila
9	4139 Lambrick Way (Dodd House) Update	Sheila
10	Transition of Stranton Lodge and Dodd House to Saanich - As per letter dated August 4, 2023 - Files due to Saanich by end of Sept - Transition date is Oct 1	Jennifer, Sheila
11	2022 House Grant - update - 1996 Ferndale Road (Window replacement), extension to end of August	Sheila
12	2023 House Grant - update - 762 Ralph Street (roof ventilation and exterior paint)	Liam
13	2024 House Grants - 1084 Marigold - schedule - how we track this info	Jennifer
14	Plaques - 1555 Ash Road (designated 2019) - issued - 3905 Hobbs Street (designated 2020) - issued - 931 Woodhall Drive (designated Apr 2024) - pending - Ordering of new plaques	Jennifer
15	Transition to Electronic Records - Domain	Mauricio

Item	Description	Lead
	- Cloud Storage - Email address	
16	Scanning files from Saanich	Liam
17	Outstanding Transition Info needed - societies online login - tenancy agreements/rental property records - designation bylaws - native files for grant work signs, colouring book, heritage register book	Jennifer
18	SHF Summary Files - SHF Overview File - Year at a Glance	Jennifer
19	Social Media Update - Transition from Veronica (update) - Future Facebook, Instagram Posts	Ralph, Mark
20	Website, LinkedIn Page	Jennifer
21	Heritage Register Book Sales - process - Munro's sales	Jennifer
22	Homeowner contact list	All
23	2024 Director re-application process	Jennifer/Karen
24	Upcoming Meeting Schedule/bookings for 2024	Jennifer

To ensure there is a quorum, please let the President know if you cannot attend the meeting.