
AGENDA

Page

Chair's Remarks

Disclosure of Interest

Approval of the Agenda

THAT the Agenda of the October 20, 2014 meeting of the Island Breakfast Committee be approved.

Approval of the Minutes

3 - 5 *THAT the minutes of the Island Breakfast Committee meeting dated August 19, 2014 be adopted as circulated.*

Sub-Committee and Member Reports/Project Updates

1. Logistics
Dave Beatty, Peter Amo, Daniel Elwood, Conal Cosgrove, Byron Boone, Mark Kisielius

Insurance, transportation, set up/tear down, safety, security

2. Finances
Steve Weir, Deb Hamilton, Brenda Clarke, Kendra Lorimer

Sponsorship, finances, ticket sales, ticket planning

3. Breakfast Supplies
Byron Boone, Mark Kisielius, Jan Hall

Coordinate purchase of food

4. Volunteer Coordination
Jan Hall

Cooks, deckhands, ticket takers, set up, tear down, drivers, captains

5. Legacy Project
Dave Beatty, Peter Amo, Dan Elwood, Kim Robinson

6. Marketing & Communications
Deb Hamilton, Kendra Lorimer

Social media, print, press releases, graphic design, souvenirs

7. Programming
Kendra Lorimer

Children's, music, yoga

8. New Business

Nil.

Adjournment

THAT the Island Breakfast Committee meeting be adjourned until its next regular meeting scheduled for April 14, 2015.

Committee Minutes

Members Present:

Mr. Dave Beatty, Chair
Mr. Peter Amo
Mr. Dan Elwood
Ms. Deb Hamilton
Ms. Kendra Lorimer
Mr. Steve Weir

Regrets: Mr. Conal Cosgrove

Chair's Remarks

Dave welcomed Byron Boone, Brenda Clarke, Jan Hall and Gerben Schaillee to the meeting.

Disclosure of Interest

Nil.

Approval of the Agenda

Moved by: Dave Beatty

Seconded by: Dan Elwood

THAT the Agenda of the August 20th meeting of the Island Breakfast Committee be approved.

CARRIED

Approval of the Minutes

Moved by: Dave Beatty

Seconded by: Dan Elwood

THAT the Minutes of the July 7th meeting of the Island Breakfast Committee be approved.

CARRIED

Sub-Committee Reports/Project Updates

1. **Logistics:** Dave Beatty, Peter Amo, Daniel Elwood, Conal Cosgrove

Insurance, transportation, set up/tear down, safety, security

- **Action:** Dave to talk to Captain Andy about next year.
- Another 10 x 20 tent required for next year
- **Action:** Peter to approach Conal about getting permission to use the city barge.
- **Action:** Dave to talk to dive community about access at SLP on Saturday.

2 **Finances:** Steve Weir, Deb Hamilton

Sponsorship, finances, ticket sales, ticket printing

- Deb working on a sponsorship package.
 - **Action:** Brenda has looked into the Rotary Club sponsorship program and Deb will assist in writing the request.
 - **Action:** Steve to talk to The Great Waterway about the Island Breakfast Pilot Project.
 - **Action:** Deb to develop a Corporate Breakfast Pricing Package
3. **Breakfast Supplies:** Bryon Boone, Mark Kisieleus
Coordinate purchase of food
4. **Volunteer Coordination:** Jan Hall
Cooks, deckhands, ticket takers, set up, tear down, drivers, captains
5. **Legacy Project:** Dave Beatty, Peter Amo, Dan Elwood, Kim Robinson
- A proposed site for the island shelter has been selected. Next step is getting site approval.
 - Consensus was to erect a rectangular open concept shelter with dimensions approximately 20-24' x 40'
 - The project is being proposed to be built in phases. Phase 1 – concrete pad, Phase 2 – building, Phase 3 –perimeter decking.
 - As part of the fundraising sponsors will be recognized with permanent signage on the picnic shelter.
 - **Action:** Dan Elwood & Gerben Schaillee will both try to obtain plans for a picnic shelter.
 - **Action:** Gerben to look into details of the SLC Carpenter Program
 - **Action:** Deb to contact Leslie White as to city RFP policies.
6. **Marketing & Communications:** Deb Hamilton, Kendra Lorimer
Social media, print, press releases, graphic design, souvenirs
- Action: Steve to look into price of getting a rendering commissioned.
7. **Programming:** Kendra Lorimer
Children's entertainment, music, yoga

New Business

Nil.

Adjournment 4:00pm

Moved by: Steve Weir

Seconded by: Kendra Lorimer

THAT the Island Breakfast Committee meeting be adjourned until its next regular meeting scheduled for September 23, 2014, Tuesday at the Tourism office.

CARRIED