

May 14th, 2022 Minutes
Island Queers and Allies Who Care

Volunteer board members:

Steve LeBel, Andrina Perry, Joan Merrifield, Cathy Welch, James Chamberlain

1) Discussed website set up and the key components to it. Desire to keep it simple. Mapped out possible sections to the website and discussed the content that would appear in each area.

Action Item: James and Steve to draft content. Circulate to everyone for feedback. Andrina to secure domain name, draft content for website and design QR Code. Andrina to set up generic email addresses for donations and website contact information. Application form (to apply for funding) to be designed by Steve and Andrina. Successful recipients to be added after each quarter.

2) Discussed banner possibilities for content and imagery.

Action Item: James to work with Elite Graphics to design mock up and circulate to everyone for feedback. Goal is to have this ready in the second week of June.

3) Discussed need for Information Cards.

Action Item: James will work on content. Joan will provide measurements.

Circulate to all before going to print. Need cards by June 10th, 2022. We will print 500 to start.

4) Bank Account

Discussed our desire to have a nonprofit account at TD Bank. Andrina Perry and James Chamberlain will have signing authority. We want to be able to have donors make direct donations to the account via e-transfers using the email address: donate@islandqueers.ca

Steve LeBel will handle donations via cheques to his home mailing address.

Action Items: James to contact Darryl Lenko (Branch Manager at TD on Dufferin Crescent in Nanaimo). Set up account by June 10th, 2022.

Steve will design donation form for website and send it to Andrina.

5) WildPlay Pride (Nanaimo) and Victoria Pride

We will request tables for these events on June 11th and 26th. This is where we will have our official launch in both cities. Action Item: James to arrange Nanaimo table. Steve to arrange Victoria one.

6) Launch Date: June 11th, 2022.

Action Items: Prepare all promotional materials and test functionality of the website by June 9, 2022.

7) Next meeting: September. Date TBA.

We will select Q1 Shortlist of possible recipients of funds at that meeting.

Set up online voting procedure and deadline to award funds to successful Q1 recipient.

Q1 for donations will be mid-June to mid-September 2022. Q2 will be October to December 2022.