

**Meeting Notes  
February 17th, 2011  
7:00 pm in the Conference Room**

**PRESENT:** Lynda Hurst (Chair), Bruce Macdonald, John Flipse, Dan Fass, Sarah Cullingham, Tammy Schulz, Ray Spaxman

**REGRETS:** Bev Seed, Sam Mohamad-Khany, Dan Freeman, Penny Street, Bette Murphy, Cathy Wang

**STAFF:** Cynthia Low, Hai Truong (Note Taker), Lorrie Wager

**GUESTS:** Mike Lemon, Helen Spaxman

**1) Introduction**

**2) Review Agenda**

MOTION: TO APPROVE THE AGENDA FOR THE MEETING OF FEBRUARY 17<sup>th</sup>, 2011.  
Dan Fass/John Flipse

**3) Review notes from previous meeting**

MOTION: TO APPROVE THE NOTES OF FEBRUARY 3, 2011.  
Dan Fass/John Flipse

**4) Report from Britannia Board Workshop and Britannia Board Meeting**

MOTION: CONSULTANT TO BE INSTRUCTED TO AMEND THE MASTER PLAN DOCUMENT PRESENTED BY MARTA FARAVAAG ON FEB 6<sup>TH</sup> TO THE PLANNING AND DEVELOPMENT COMMITTEE AND THE BRITANNIA BOARD MEMBERS, TO BE COMPLETED BY FEBRUARY 22 AND CIRCULATED TO THE PLANNING AND DEVELOPMENT COMMUNICATION WORKING GROUP TO REVIEW AND ADJUST. THE FINAL DOCUMENT SHOULD BE SUBMITTED WITH A COVER LETTER TO THE CITY.

Ray Spaxman /Tammy Schulz

**5) Report from Communications Working Group**

MOTION: SEND THE "PROGRAMS AND SERVICES FOR DIVERSE COMMUNITY" DOCUMENT TO THE CONSULTANTS AND ASK THEM IF THERE ARE MATERIALS THAT THEY COULD INTEGRATE INTO THE SUBMISSION. ONCE APPROVED, WE COULD POST IT ON THE BRITANNIA WEBSITE.

Sam Mohamad-Khany /John Flipse

**6) 2011 Capital Budget, Status and Close Out**

Michelle Decourche will be at the next Board Meeting Wednesday, March 9<sup>th</sup> from 6:00-6:30pm.

**7) Review Work Chart**

NOTE: Ray will put together a work plan for next meeting.

**8) Adjourn 9:05pm**