



## Trust Council Select Committee Review of Victoria Office Location

### Notice of Meeting and Proposed Agenda

**Date/Time:** Wednesday, November 18, 2015 1:30 p.m.

**Location:** Islands Trust Boardroom  
#200, 1627 Fort Street, Victoria, BC

**Select Committee Members:** Bruce McConchie - Chair, Dan Rogers-Vice Chair, Paul Brent, Peter Grove, Susan Morrison, Alison Morse, Clare Frater, Robert Kojima

**Staff Support:**

Cindy Shelest, Director of Administrative Services  
Sharon Lloyd-deRosario, Recorder and Committee Secretary

\* Indicates attachment

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#### MEETING AGENDA

**1. CALL TO ORDER**

**2. APPROVAL OF AGENDA**

**3. ADOPTION OF MINUTES/COORDINATION**

- 3.1 Adoption of Minutes
  - 3.1.1 Select Committee Draft Minutes of October 21, 2015 (for consideration to Adopt)\*
- 3.2 Resolutions without Meeting – none
- 3.3 Follow Up Action list

**4. WORK PROGRAM ITEMS**

- 4.1 Review of Briefing Document Titled “Public Service Agency – HR Advice Regarding Relocation”
- 4.2 Review of Resources “Boham and Deal’s Four Frames of Organization”
- 4.3 Review of Other Resource/Information Items
- 4.4 Identify Options That are not to be Discussed Initially or are Outside the Scope of the Review
- 4.5 Determination of Workshop Parameters – Whether the Discussion be Broken Into Two Scenarios
  - A. Salt Spring Island to Remain with Islands Trust
  - B. Salt Spring Island Incorporates

**5. DISCUSSION ITEMS**

- 5.1 Workshop/Brainstorming Session to Analyze Two Possible Options (first two areas identified in information – Attachment 4)
  - A. Full/Partial Move to Salt Spring Island
  - B. Status Quo

Note: Reference Attachment 3 (as amended by Trust Council September 15, 2015)

**6. ON-GOING ITEMS**

- 6.1 Budget Requests to Trust Council
- 6.2 Status Report for Trust Council

**7. NEW BUSINESS**

**8. NEXT MEETING**

- 8.1 Set the 2016 Tentative Schedule of Meetings

**9. ADJOURNMENT**