

Saturna Recreation Centre Society

Executive Meeting Minutes

Date Held: 16 April 2012

Location: Simpson House, 149 Winter Cove Road

Directors Present: Dian Johnstone
Andrew Money
Rachael Preston
John Simpson, President
Michael Vautour

Directors Absent: Linda Cunningham
Ron Drane
Melanie Gaines
Joan Hoskinson

Others Present: Ingrid Gaines, Minute Taker

I. Call to Order: 7:09

II. Approval of Minutes of 7 March 2012 Meeting:

Andrew requested that a clarification to the minutes as related to the defibrillator discussion be made.

Motion: Dian moved, Michael seconded that the minutes of the 7 March 2012 Executive Meeting with the requested clarification be approved. Carried.

III. Delegations:

No delegations.

IV. Member's Reports:

a. President's Report -

- i. RCMP Agreement - The agreement has been settled on for another year.
- ii. Parks Canada Agreement - Done.
- iii. SIFPS MOU/Agreement - As agreed to at the previous meeting Melanie contacted a lawyer to have the agreement looked over and a few issues were raised. The SIFPS has been advised of this and they are working on the changes. The SRCS will work with the SIFPS on this matter in the most expedient possible fashion.
- iv. Sprinklers/CRD upgrades - John was notified today that the sprinklers are non-operational for an undetermined amount of time. A fire watch is meant to have been set up by the CRD.

- v. Basketball Hoop – The hoop has arrived! Andrew will coordinate with Ian Gaines and Brent Sohler to install it.
- vi. Action/Motions Items List –

Action: John will work on the actions/motions list for the next meeting.

- vii. Property Clean-up (Cigarette butts) – John reported that it had been pointed out to him that 1(or 2) people seem to think it is okay to use the parking lot as an ashtray when they are availing themselves of the RC's internet connection. There was discussion around making the internet access password protected so that only members with the password can use the internet.

Action: John will talk to the offending party/s and request that they be more respectful and not use the parking lot as an ashtray.

Michael noted that in the previous year Keith Howard had arranged for several outside work bees to clean up. It was decided that May 27th would be a good day for a clean up and that John would ask for volunteers and Dian would provide food.

With regard to smoking it was also noted that Wayne continues to smoke in the Janitor's/Supply room.

Action: John will speak with Wayne about his smoking in the Janitor's/Supply room and John will record in writing that he has had this discussion with Wayne for the SRCS files.

- viii. Cap Site Application – The budget for the government may have cut CAP sites so there may no longer be access to a grant.
- ix. Economic Development Conference – John, representing the SRCS has submitted a funding application with a budget of \$5801.57 for the Economic Conference. John feels that is likely that \$3000 will be approved and then decisions will be made as to how to allocate the funds.
 - 1. Rental – In the application for funding for the conference John allotted \$2000 for RC rental.
 - 2. Flip Charts – John has purchased 2 new flip charts for the conference to be left at the RC for continued use. John will donate the charts if funding is not obtained.

b. Correspondence, Motions and Action Items Report–

- i. Rachael's List of Correspondence to Write – Rachael has completed her list of correspondence.
- ii. Open Thank you Letter – Andrew reported that he has received some positive casual/informal feedback with regard to the letter.

c. Operations and Maintenance –

- i. Basketball Hoop – See above.
- ii. Shed – There was discussion around what type of shed might be suitable as well as discussion surrounding the actual need for a shed. The possible ways of funding a shed, including special funding, were discussed.

Action: Before the next meeting as many directors as possible will get together and do a walk around the RC to help decide if a shed is actually needed.

- iii. Defibrillator – Andrew reported that defibrillator storage/maintenance is now out of the SRCS hands.
- iv. New Tables – Arrived.
- v. Maintenance Book – Andrew reported that he has located the book and that he feels it needs more work, as it is not very up-to-date. The board needs to find out (maybe from Melanie or Linda?), what files/recording exist and get the systems manual up-to-date. Dian suggested that it might be a good idea to have a sub-committee made up of volunteer non-executive members to help with maintenance under the guidance of an executive member.

Action: John will talk to Jerry Pavlatos to see if he might be willing to organize a sub committee to work on maintenance and be his contact person.

Action: While doing the walk-around Andrew will make a list of maintenance/repairs that need doing.

- vi. Water System Upgrades – See above.
- vii. Plexi-glass Table Tops – Linda absent, so no update.

d. Membership and Direct Marketing –

- i. Treadmill – \$2000 worth of donations have been committed towards a new treadmill. Michael stated that he and the entertainment and promotions committee are considering having a walk-a-thon to help raise more money. John said that he would look in to getting some donations that could be prizes for the highest money earners in a walk-a-thon.
- ii. Members Using Internet (not paying) – I was decided that at this time there will be no concentrated effort made to crack down on internet usage.
- iii. Facebook Page – John reported that Al Razutis is willing to set up a Facebook page for the RC but that he would charge a further \$250 to administer it.

Action: John will ask his daughter to set up a Facebook page and link it to the SRCS webpage.

- iv. Membership List –

Action: John with Dian's help will update and post the membership list.

e. Entertainment and Promotions –

- i. Up to date Schedule of Events – Michael reported that plans for a Cinco De Mayo event are still in the works, but that the June 30th pre Lamb BBQ dance will not be held due to the already full schedules of the Entertainment and Promotions Committee. Michael also reported that he is hoping he will very shortly receive word as to whether or not there will be any funding from Coast Capital for a singer/songwriter series over the August Long Weekend. If funding is denied the regular dinner/dance will be held. The Sock Hop on Labour Day Weekend is still a go.
- ii. Event Financial Reports – No recent events to report on.

f. Financial –

- i. Bank Signatures – Done.

- ii. Financial Report – John circulated a Profit & Loss Statement that shows a net loss of \$10,500.42 for the current fiscal year.
- iii. Long Term Funding Strategy – The idea of asking for donations again and looking for government grants was discussed.

V. Old Business:

- a. Financial Committee – It was decided that at the next meeting a financial committee would be formed. John will work with Linda on this.

VI. New Business:

- a. Cleaning Schedule – There has been some concern that changing the cleaning day does not work for all parties. Further discussion was suspended until Linda and Melanie return from there holidays.

VIII. Date of Next Meeting: Monday the 18th of June.

IX. Adjournment: 9:52

Motions Made & Carried
16 April 2012, Executive Meeting

Motion: Dian moved, Michael seconded that the minutes of the 7 March 2012 Executive Meeting with the requested clarification be approved. Carried.

Actions Undertaken by Directors
16 April 2012, Executive Meeting

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