

Saturna Recreation Centre Society

Executive Meeting Minutes

Date Held: 7 March 2012

Location: Saturna Recreation Centre, Lounge

Directors Present:

Melanie Gaines
Dian Johnstone
Andrew Money
Rachael Preston
John Simpson, President
Michael Vautour

Directors Absent:

Linda Cunningham
Ron Drane
Joan Hoskinson

Others Present:

Ingrid Gaines, Minute Taker
Tom Johnstone, SIFPS
Bernie Ziegler, President SIFPS

I. Call to Order: 7:03

II. Approval of Agenda:

The agenda was approved with the addition of the following three items under new business –

1. Letter to SIPRC with regard to new nets for floor hockey.
2. Fundraising dinner.
3. Cookbook fundraiser.

III. Approval of Minutes of 31 January 2012 Meeting:

Motion: Melanie moved, Andrew seconded that the minutes of the 31 January 2012 Executive Meeting be approved. Carried.

IV. Delegations (Bernie Ziegler & Tom Johnstone – Fire Protection Society MOU):

- i. MOU – Bernie stated that the MOU as circulated to the Executive is virtually the same as the last one and asked if there were any matters of concern for the Board. Andrew requested that references to the Sewer be changed to Effluent System and that under Section 3 d. it be changed to say that the SIFPS undertakes to correct any damages it causes to the RC's effluent system not the other way around.

Bernie stated that subdivision creating 'Parcel 1' and 'Parcel 2' as laid out in Section 1 and the attached 'Schedule A' needed to be signed by both parties so that the SIFPS can proceed with the subdivision and registering title.

Tom and Bernie stated that the SIFPS lawyer was having trouble with how to word the annual \$5000 agreement between the SIFPS and SRCS as the current Society's can not bind potential future organizations to this agreement. The SIFPS lawyer will continue to work on this, but there may need to be a second agreement with regard to this payment.

Even though the Board felt that the MOU as presented, with the requested changes, was agreeable to them it was felt and decided that they should seek a lawyers opinion on the MOU and easement agreement to ensure that the SRCS is protected going forward.

Action: Melanie, once she receives the amended MOU from the SIFPS, will get the advice of a lawyer and then bring that advice back the Executive for an email vote.

Bernie requested that the SRCS proceed with all reasonable speed on signing the MOU, as the SIFPS needs it signed to be able to move forward with the subdivision and sale process.

V. Member's Reports:

a. President's Report -

- i. Website - John reported that he and Al Razutis had been working on bringing the website up to date and that he is happy with the changes made. John thanked everyone for his or her participation on this matter.
- ii. Thank you card to SWSC - John reported that the thank you card to the SWSC club for the kitchen items donated by them had been taken care of.
- iii. Basketball Hoop support to Melanie - John circulated a drawing that he had obtained for the hoop for Greg Bellavance and reported that he is continuing to support Melanie by following up regularly with Bellavance on progress. There is hope that the new hoop will be finished this March.
- iv. Communication with Sandra Kriese - John reported that after he contacted Sandra with regard to her posting unapproved signs in the gym that Melanie and Sandra where able to make up a mutually agreeable schedule for sports in the gym in hopes that the noise from them will not impact her Medical Clinic use.
- v. Economic Development Conference - See new business.

b. Correspondence, Motions and Action Items -

- i. Action/Motions Items List - John has requested that Joan work on having this list put in to an excel spreadsheet for future meetings.
- ii. Rachael's List of Correspondence to Write - Rachael and John were not able to communicate with regard to the list of correspondence.

Action: Rachael and John will sort out the correspondence that John would like Rachael to deal with.

c. Operations and Maintenance -

- i. Exercise Equipment - No movement.

Action: Rachael will write a letter to Parks and Recreation, Lions Club, Community Club and the Women's Service Club asking for donations towards a new treadmill.

- ii. Entrance Sign & Signboard - Andrew has dug the holes needed to re-erect the entrance sign and will work with Ian Gaines to have concrete poured so that the sign can go back up. Work on placing the signboard near the Fire Hall entrance is still ongoing.
- iii. Defibrillator - Andrew reported that the email that Linda circulated is from a company that sells defibrillators and whom he feels wants to sell a plan for maintenance. Andrew stated that if the defibrillator were available for use the Good Samaritans Act would cover any person using it but that the SRCS would not be covered for liability. Andrew speculated that SIR might be willing to maintain the unit & that this would cover the SRCS.

Action: Andrew will continue to look in to this matter.

- iv. No Smoking Sign- In place.
- v. Table Purchase - Still on their way.
- vi. Fire Alarm Monitoring - Andrew requested that he be notified when Four Seasons next inspects the system so he can be more knowledgeable about the workings of the system.
- vii. Maintenance Book - Andrew believed that he received the book from Keith; however what he received was not the book. Andrew is still looking for a part for the generator. The generator is filled with fuel and ready to go when needed.
- viii. Water System Upgrades - The upgrades continue, but the changes that affect the RC have still not taken place.
- ix. Plexi-glass Table Tops - Linda absent, so no update.

d. Membership and Direct Marketing -

- i. Exercise Equipment - See above.
- ii. Basketball Hoop - See above.
- iii. Gym Schedule - Melanie has updated and circulated the gym schedule.

e. Entertainment and Promotions -

- i. Up to date Schedule - Michael's schedule of events for 2012 was approved by the Entertainment and Promotions Committee and has been posted to the website.
- ii. Event Financial Reports - Michael reported that the Valentine's event raised approximately \$1000.
- ii. New Liquor Law - Melanie reported that she has received word from Corporal Linda Simpson that a new liquor licensing law is coming in to effect that might affect the events where the SRCS sells liquor - i.e. security personnel. Corporal Simpson is meant to be sending Melanie more information.

f. Financial -

- i. Bank Signatures - More forms need to be filled out. John continues to work on this.
- ii. Investments/Vancouver Foundation - John circulated, via email, an update from the Vancouver Foundation. If we do not change our instruction to the Foundation they will proceed in the same way as last year.

VI. Old Business:

- a. Storage Shed - Melanie reported that John Gaines would need more details about what kind of shed is needed/desired before making an estimate. Pre-made sheds are available, but it might be a case of getting what you pay for.

Action: Andrew will work on producing a spec. sheet for the shed.

- b. CAP Grant Application - Linda was not present to provide a report.
- c. Financial Committee - There was discussion around the fact that we still do not have any financial reports and therefore no real idea of where the SRCS stands financially. It is hoped that progress will be made in this area before the next meeting.

VII. New Business:

- a. SEEC School Use of Facility - SEES would like to make a donation of \$200 to the SRCS for the SEEC student's use of the Gym.

Motion: Andrew moved, Dian seconded that the SEEC students be allowed to have use of the GYM provided that they follow the posted rules. Carried.

Action: Rachael will send letter to Athena George of SEES informing her of the Board's decision.

- b. Economic Development Workshop - John brought the Board up to speed with the plans for the workshop. John is still hopeful that he will be able to getting funding for the workshop and if that is the case then the RC will receive payment for the use of the building.

Motion: Melanie moved, Michael seconded that the SRCS provide use of the facility for the economic workshop in April free of charge, if necessary. Carried.

- c. RCMP Agreement -

Motion: Melanie moved, Dian seconded that the SRCS sign the agreement with the RCMP for \$2500 securing their use of the RC for another year. Carried.

- d. Parks Canada Agreement - Linda working on this.

- e. Ball Hockey Blood and Gore - Andrew assured the Board that the blood on the Gym floor did not come from the ball hockey players! They are experimenting with tape and socks on the sticks to eliminate white scuffs on the floor. Andrew and the other ball hockey players are watching out for new nicks in the floor created by other things and also working on ways to protect the floor during all events.

f. Hockey Nets -

Action: Andrew will make up list of what he would like and then make an application to SIPRC.

g. Cookbooks - Michael reported that JoAnne Monk and the Entertainment and Promotions Committee would like to do an Island cookbook to sell as a fundraiser. They are requesting that the Board agree to pay upfront cost (\$1000) to print the books. The Board agreed in principal to the idea but need to see about finances before committing.

VIII. Date of Next Meeting: Monday the 2nd of April.

IX. Adjournment: 9:45

Motions Made & Carried
7 March 2012, Executive Meeting

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Actions Undertaken by Directors
7 March 2012, Executive Meeting

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Action: Rachael will write a letter to Parks and Recreation, Lions Club, Community Club and the Women's Service Club asking for donations towards a new treadmill.

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