

# Saturna Recreation Centre Society

## Executive Meeting Minutes

**Date Held:** 18 February 2013

**Location:** Recreation Centre Lounge

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**Directors Present:** Ryan Dentry  
Melanie Gaines  
Raeanne House  
Tom Koochin  
Andrew Money  
Al Razutis  
Bill Schermbrucker  
John Simpson, President  
Michael Vautour

**Directors Absent:** Linda Cunningham  
Larry Peck  
Priscilla Zimmerman

**Others Present:** Ingrid Gaines, Minute Taker

**I. Call to Order:** 7:05 PM

**II. Approval of Agenda:**

Melanie requested that discussion of a letter to the Chairs/Presidents of the clubs that use the RC re. Memberships be added under New Business.

**Motion:** With the above addition, Melanie moved and Raeanne seconded that the Agenda be approved as circulated. Carried.

**III. Approval of Minutes of 27 December 2012 Meeting:**

**Motion:** Melanie moved, Michael seconded that the minutes of the 27 December 2012 Executive Meeting be approved as circulated. Carried.

**IV. Delegations:** None.

**V. Committee Reports:**

**a. President's Report –**

i. Gaming Proposal – John reported that the Gaming Proposal has been submitted; however he does not feel hopeful that the SRCS will receive any funding due to the reserve funds in the bank.

- ii. Joint Submission to the CRD with SIPRC/Summer Student – John reported that there seems to have been some confusion at the CRD with regard to the submission due to the fact that it was submitted in the SRCS's name not the SIPRC. John hopes that everything will be sorted out soon and that the submission will be approved.
- iii. Basketball Hoop Update – Melanie reported that John Gaines is hoping to get all parties involved with the hoop installation together this week to get it done!
- iv. Submission to SIPRC for \$8197.71 – John reported that a funding application to help with the costs of the basketball hoop installation for \$8197.71 was submitted by Vice Pres. Melanie to the SIPRC in the SRCS's name.
- v. Discussion about Saturna Community Vehicle – John reviewed with the Board potential plan for a community vehicle that could be used to transport Island seniors and others to the RC/stores/ferries etc. Though there was some positive support for the idea, it was not necessarily thought to be the best idea for the RC. It was agreed that John would continue to investigate this idea further and to co-operate with other organizations that might be interested in the idea.
- vi. SRCS on the CRD Tax Roll – At a previous meeting the idea of the RC being put on the CRD tax roll was discussed and it was agreed that Bill Schermbrucker would put together a list of pros and cons with regard to the idea. Bill reported that he has not yet had a chance to do this. Discussion followed with the majority of the Board seeming to be against the idea of the RC making application to go on the tax roll.

**Motion:** Melanie moved, Al seconded that this Board not consider going on the CRD tax roll.

**Motion:** Andrew moved, Tom seconded that motion be tabled pending further consideration and discussion. Motion carried 4 to 3. Melanie, Al and Raeanne voted against the motion.

- vii. Other Proposals – John reported that he would use the gaming proposal application and modify it to suit various organizations that offer funding/grants. John has been receiving advice/help from the Islands Trust grant writer on this.

**b. Correspondence, Motions and Action Items Report –**

- i. Thank you Letter to Past Board Members – Bill reported that the letters have been sent to Dian Johnstone, Joan Hoskinson and Rachael Preston.
- ii. Letter to School Board re. Funding for Student Use of RC – John reported that there has been no response from the School Board with regard to the letter.

**Action:** John will follow up with the School Board on this when there is a new Superintendent for the School District in place April 1<sup>st</sup>.

**c. Financial – Treasurer's Report –**

- i. Bank Balances – The current bank balances are:
  - Gaming - \$1.99
  - Operating - \$11580.34
  - Capital Account - \$115,067.05

In addition there is \$25,000 in the Vancouver Foundation.

- ii. Rent/Donation from other Organizations – John asked for clarification on the monies received from other groups. Melanie stated that annually there is a \$5000 donation from the Lions Club, \$5000 from the SIFPS, \$5000 from the Community Club for Clinic rent, 11% of operating costs from Parks Canada and 2/3 of the cost of the diesel fuel for the generator from Emergency Social Services.

iii. Generator Diesel – Andrew stated for the second time that the necessary addition of a block heater to the generator system might result in higher hydro costs. If this happens the ESS should be asked to contribute funds like they do to the SIFPS.

**d. Operations and Maintenance Committee Report –**

i. Boiler Room – Andrew reported that one of the geothermal circulation pumps went off line/was fried and was replaced. Harvey Janszen and Bill House were called in to help with this and there will be costs.

ii. Exterior Lights – Andrew has reprogrammed the exterior lights; however, they will have to manually be programmed again for daylight savings time.

iii. Office Desk/Drawers – Michael informed Andrew that 3 of the 5 drawer locks are broken.

**Action:** Andrew will borrow office keys from someone and fix the drawer locks.

iv. New Logs in Parking Area & Potholes – Andrew feels that it would be a good idea to put the acquisition of new logs out to bid. If the Board does not do this is willing to volunteer some time to work on the parking lot.

v. Maintenance List – John has given the maintenance list created by the previous Board to Andrew and Ryan. Andrew will update the list and split it up according to their areas of responsibility. If funds in excess of \$100 are needed to complete the tasks then they will bring the issue before the Board. Ryan and Andrew were encouraged to find volunteers outside the Board to help them with these tasks, as the Entertainment and Promotions Committee does.

**Motion:** Melanie moved, Andrew seconded that that the SRCS Executive authorizes Andrew, Ryan and Raeanne to spend up to \$100 on items needed for their areas of responsibility. Carried.

**e. Exterior Grounds Committee Report–**

i. Landscaping Project /Darryl Davies – Darryl is awaiting better weather to begin work on the project. Ryan will continue to communicate of Darryl with this.

**f. Entertainment Committee Report –**

i. Christmas Open House & Tree Lighting – Michael reported that the Open House was well received but had a loss of \$174. The Committee will work on ideas to change this for next year but reminded the Board that the intent is not for this event to be a moneymaker but a goodwill event.

ii. New Year Eve – The dinner/dance had a profit of \$1115 and was very well received. Joanie Bye was so popular that Michael has already booked her for next year.

iii. Valentine’s Dinner/Dance – Despite the lead up dismal numbers for the dinner/dance it was once again a success bringing in \$1283 with 54 people. Mr. Music donates his time, which helps keep the expenses down.

iv. Upcoming Events – Michael reported that he has Comedian Roman Danylo booked for April Fools Day. Michael challenged the members of the Board to sell 5 tickets each for this event as the Committee is really going out on a limb for this one. Michael also reported that there would be another Indian Dinner on April 13<sup>th</sup>.

- g. **Kitchen Report** – Raeanne reported that things in the kitchen look pretty good now that the doors are locked unless the kitchen is booked. Raeanne is working on finding a date to get some volunteers together to do a spring clean in the kitchen.
- h. **Membership Report** – The membership form was mailed out to all those in the community that do not have a red dot on their mailbox.

**Action:** John will write a letter to the Chairs of the organizations that use the RC to ask them to encourage all their members to have memberships.

**Motion:** Andrew moved, Al seconded that the membership list be updated weekly by Linda and posted to the bulletin boards and website. Carried.

- i. **Communications, Marketing, Fund-Raising & Membership -**
  - i. Auction Idea – John wondered about the idea of having an auction like the Lions used to. The Executive will look in to this idea further.
  - ii. Committee Meeting – Al reported that even though he has been busy marketing the events that are already organized the Committee has not had a chance to meet yet as many members have been away.
  - iii. Cards Asking for Donations – John reported that it was to late in the year to get the cards out for 2012, but that it will be done for 2013.

## VI. Old Business:

- a. Business Centre - The CAP site funding will ran out March 31<sup>st</sup>. The SRCS will continue to provide free Internet service for members & the Scribbler is paying for their service.

## VII. New Business:

- a. Pickle Ball – Melanie told the Board about a badminton/tennis game that seems to be popular.

**Action:** Melanie will look in to the costs and report back to the Board.

**Action:** John will write the letter and have it approved at the next meeting.

- b. Visioning Exercise – John would like to have a meeting soon to brainstorm ideas for things to put in proposals/grant requests. Meeting at John's on Sunday at noon - brunch. 2 hours max.

- c. Election – Last AGM was in October & the next one has to be within 15 months of that date. Dian thinks it would be a good idea to up the Arts/Parents Advisory Council involvement on the board.

**Action:** Melanie will ask Ron Monk to head the nomination committee again this year & suggest that he ask Brain Haley to help him.

- d. SEEC kids –

**Action:** Rachael to write a letter to Steve Dunsmuir & cc Cameron Fraser stating that the SEEC high school kids are not to be in building without their adult supervisor, that they are not to use the kitchen, unless previously arranged & that their supervisor is to ensure that the showers are clean after use.

**Motion:** Al moves, Andrew seconds that all further items not essential to be dealt with tonight be tabled to the next meeting. Carried.

**VIII. Date of Next Meeting:** Monday March 18<sup>th</sup>, 2013

**IX. Adjournment:** 8:55

**Motions Made & Carried**  
**18 February 2013, Executive Meeting**

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**Actions Undertaken by Directors**  
**18 February 2013, Executive Meeting**

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