

Saturna Recreation & Cultural Centre Society
Directors Meeting, January 20, 2014, Rec Centre Lounge

1. Call to Order: 7:pm

Present: Paul Brent, Linda Cunningham, Ingrid Gaines, Melanie Gaines, Larry Peck, Bill Schermbrucker (chair), Peggy Warren, Bev Lowsley (minute taker).

Absent: Eva Hage, Andrew Money

2. Guest: Fred Shadian, introduced by Larry Peck, gave a presentation of various marketing ideas to increase utilization of the Rec Centre facilities. Following his presentation and questions he left the meeting.

3. Approval of the Agenda: addition item 9. G. Hydro Billing, and under item 10. G. Review of the motion from October 2013 meeting relating to the Lions' bus.

Motion: Paul moved, Melanie seconded approval of the agenda as amended. Carried.

4. Election of Officers for the coming year.

Nominations for President

Melanie, Ingrid nominated Paul Brent as President; Paul, Bill nominated Larry Peck as President. He agreed instead to act as Vice President.

Paul Brent was elected President by acclamation.

Larry Peck was elected Vice President, by acclamation.

Nominations for Treasurer

Melanie, Paul nominated Peggy Warren who was elected by acclamation.

Nominations for Secretary

Melanie nominated Bill Schermbrucker who was elected by acclamation.

Action: Officers of the SRCS Board for 2014 are Paul Brent (President), Larry Peck (Vice President), Peggy Warren (Treasurer) and Bill Schermbrucker (Secretary).

President Paul assumed the chair.

5. Approval of the minutes for November 18, 2013

Motion: Linda moved that minutes of November 18, 2013 be approved as circulated
Approved by consensus.

6. Defining Committee Chairs

6. A. Operations - Outdoors Andrew Money; Indoors - Larry Peck

6. B. Finance - Linda Cunningham

6. C. Entertainment - Ingrid

6. D. Marketing - Fred Shadian

6. E. Fundraising - Paul Brent

6. F. Communications - Eva Hage

6. G. Development Committee - Larry Peck. It was noted that this is a new committee to address strategic planning.

Discussion: Entertainment, Marketing and Fundraising are intertwined. It was agreed that it would be acceptable to bring in someone from the community as long as one or more Board members sit on that committee.

7. Web Master and Website

Denise Kuzak is willing to post minutes and events on the website but she will not make changes to the website. Al Razutis has signed off as webmaster of the site and has returned his key. He also owns the site.

Action: Paul and Larry will focus on expediting the process of getting the website registered under a new owner.

8. Maintenance Person

Brent Sohler has been hired to do the building maintenance with Larry identifying needs as they arise.

9. Old Business

9. A. Basketball Hoop

The hoop is 2.5 inches too high for regulation standards. This will be attended to by the volunteers who installed it. Also, in order to reduce noise in the adjoining Medical Clinic and to facilitate use of the hoop above the stage, it will be left in the lowered position except when the gym is used for special functions.

9. B. Roof

For safety, when power washing the roof the operator needs to wear a harness. Also it was approved to hire Keenan to do the cleanup of debris from the ground.

Action: Larry will contact Brent about the need to wear a safety harness when on the roof.

9. C. Understage Storage

It was suggested that three 12 foot trolleys would improve access to stored items under the stage and would reduce wear on the floor.

Action: Linda and Peggy will explore accessing \$1500 for the purpose of acquiring three 12 foot trolleys to improve access to under stage storage.

9. D. General Repairs - vents under the soffits need to be secured to prevent birds nesting.

Action: Melanie will ask John Gaines to secure soffit vents.

The door frames to rooms where tables and chairs are stored had been damaged.

Action: Larry will ask Brent to repair damage to the doors of storage rooms.

9. E. Wiring for the new treadmill.

Action: Larry will approach Bill House to do wiring for the new treadmill.

9. F. Signing Officers - Peggy, Paul, Ingrid to be added to the list of signing officers. Michael Vautour and John Simpson will come off. Continuing will be Melanie and Linda.

9. G. Hydro is billed monthly and recently the bills seem high. Melanie requested a review of last year's hydro bills. This will be monitored for the next month.

Action: Ingrid will check regarding any increase in hydro rates at the store, Paul will ask about rates for the fire halls and Peggy will check with the David Elford group (asking for comparisons of 2012 and 2013).

9. H. Thank you's to past Board Members - Michael has been on the board for a number of years, organizing many successful events.

Motion: Melanie moved, Ingrid seconded that a special thank you letter be sent to Michael along with one year membership for himself and Shane. Carried.

Action: Bill Schermbrucker will send a thank you letter and membership cards to Michael. He will also send thank you letters to the other members leaving the board (John Simpson, Al Razutis, Tom Koochin, Ryan Dentry and Raeanne House).

10. New Business

10. A. Approval of Fred Shadian's proposal

Marketing of the RC is important and Fred has good ideas and energy. It would be important to plan so as not to conflict with existing local businesses. This could be accomplished with support from Board members

Motion: Peggy moved the approval of Fred Shadian's proposal as Activity Coordinator to act in conjunction with the Marketing Committee. Carried

10. B. Budget

Action: Peggy will work with Linda to develop a budget for 2014-2015 by mid-March.

10. C. Landscaping and Trail Development

Larry, Bill and Priscilla Zimmerman have been working on a letter of intent to submit a grant proposal to the Vancouver Foundation. A draft of the letter was circulated. Larry read a list of details required for the grant application.

Motion: Bill moved, Larry seconded to approve in principal the draft letter of intent and instruct Larry and Bill to move ahead with submission of a funding application to the Vancouver Foundation. Carried. Peggy offered to assist with the grant application which is due in April .

Action: Bill, Larry and Peggy will develop a grant application to the Vancouver Foundation for submission by the April deadline.

10. D. Defining a Volunteer Coordinator - So far assistance at events has been done by directors and families of volunteers. For now it was suggested to continue in this mode.

10. E. Gaming Grant - Application is due

Action: Paul, Larry and Bill will work on developing a Gaming application.

10. F. Additions: Vancouver Foundation endowment status -

Action: Peggy and Linda will look at the original paperwork to clarify the status of the Saturna Rec Centre Victoria Foundation endowment funds.

10. G. Issue re donation of the bus which led to two motions passed at the SRCS Oct.21st, 2013 Directors Meeting:

Motion: Paul Brent moved that the two decisions of the SRCS board made Oct 21, 2013 in respect of accepting a \$5000 donation in lieu of rent this spring be rescinded.

Rationale: The circumstances that should have allowed these two inter-related decisions to provide a tax benefit and corresponding improvement to the Lion's 2014 financial picture did not materialize.

Seconded Larry Peck. Passed unanimously.

10. H. Finance - Treasurer's Report (Linda)

i) Bank Balances:

Operating - \$ 11,231.60

Gaming - \$ 0

Capital - \$ 116,508.77

11. Date of next meeting Tues. Feb. 25, 7 - 9 pm at Rec Centre. In future aim for third Monday each month.

12. Adjournment : 9:00pm.

Motions from January 20, 2014 Directors Meeting

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Approved by consensus.

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Motion: Bill moved, Larry seconded to approve in principal the draft letter of intent and instruct Larry and Bill to move ahead with submission of a funding application to the Vancouver Foundation. Carried.

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Rationale: The circumstances that should have allowed these two inter-related decisions to provide a tax benefit and corresponding improvement to the Lion's 2014 financial picture did not materialize.

Seconded by Larry Peck. Carried unanimously

Actions from January 20, 2014 Directors Meeting

Action: Paul and Larry will focus on expediting the process of getting the website registered under a new owner.

Action: Officers of the SRCS Board for 2014 are Paul Brent (President), Larry Peck (Vice President), Peggy Warren (Treasurer) and Bill Schermbrucker (Secretary).

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Action: Peggy will work with Linda to develop a budget for 2014-2015 by mid-March.

Action: Bill, Larry and Peggy will develop a grant application to the Vancouver Foundation for submission by the April deadline.

Action: Paul, Larry and Bill will work on developing a Gaming application.

Action: Peggy and Linda will look at the original paperwork to clarify the status of the Saturna Rec Centre's Victoria Foundation endowment funds.