

SATURNA RECREATION & CULTURAL CENTRE
Director's Meeting Minutes
20 November 2017 @ 6:30 pm Rec Centre

Present: Melanie Gaines—President; Raeanne House—Vice-president; Peggy Warren – Treasurer (via skype); Paul Brent; Linda Cunningham; Ingrid Gaines; Bill Schermbrucker; Chaya Katrensky

Regrets: Norm Amundson

Pre-meeting discussion of stage/gym reconfiguration; director's consent to use Chaya's proposal of creating a dedicated cardio room in current exercise room and utilizing the stage for a weight room and stretch area. Chaya and Raeanne to take lead on execution early in the New Year.

CALL TO ORDER – 18:55

APPROVAL OF AGENDA – Addition of letter from Dian Johnson

Approved as amended

Moved by Paul

Seconded by Ingrid Carried

ADOPTION OF MINUTES 16 Oct 2017 – approved as submitted

Moved by Ingrid

Seconded by Linda Carried

COMMITTEE REPORTS –

➤ **ACTIVITIES – Ingrid/Raeanne**

- Christmas Open House Saturday December 9th, 2017.

- Raeanne has applied for liquor license
- Melanie to do a Costco savory treat shop
- Decorating starting at noon on Saturday Dec. 2nd. Raeanne to communicate with Jen from Loin's Club and extend an invitation to interested residents. Note made that we are on the list to have the Christmas tree lights redone for next year.
- Saturna Singers are gung-ho-ho-ho!
- Need sweet treats/baking for Open House

Action Item: Activities committee to send out email for baking needs

- Still looking for big ticket items for upcoming raffle

➤ **FINANCE – Peggy**

- Last week deposited \$14,000 into account
- Currently renewed insurance with Aon Canada, have an adjuster who is working on a package that includes event coverage. Amanda from Mayne insurance has dropped the ball on meeting our needs, Peggy will follow up.
- Thorough review of latest financial statement, great job! Financial statement accepted as submitted.

Moved by Paul

Seconded by Linda Carried

➤ **OPERATIONS – Paul**

- Geothermal repairman has arrived today, will start work tomorrow morning.
Motion made to reimburse Melanie for Pig BBQ tickets in the amount of \$40

Moved by Raeanne Seconded by Bill Carried
(noted the Paul opposes vote)

- Dishwasher
 - Paul to coordinate with Peggy to prepay for new control panel to be installed by Roy Harvey approx. \$1,000
 - Noted that the Fire Department was not given sufficient warning of the dishwasher's functionality. Ingrid suggests to write letter to Lion's Club and Christmas Market.

Action Item: Melanie to email Paul Brent and Trish DeJoseph

- Andrea has looked through gutters, need product from town to complete job. Is creating the list.
- Bill has heard that a donor is interested in buying atomic clocks from Lee Valley for Rec Centre and Community Hall

➤ COMMUNICATIONS – Chaya

- December/January Scribbler article to include AGM, Open House, Membership Dues and New Year New Gym. Separate article to be written for Thursday Fitness/Wellness initiative.
- Raeanne has taken back website for time being

OLD BUSINESS –

- Raeanne to confirm kitchen clean up date with Lion's Club
- AGM Saturday December 2nd @ 2pm. Reports from all committees to reflect last fiscal year ending June 30th, 2017.
- Rec Centre membership dues to same the same for 2018, focus on increasing members with more advertisement and possible mail drop
Moved by Paul Seconded by Peggy Carried

NEW BUSINESS –

- New knee machine, Melanie has found quote of \$4,257.79 for the commercial model of CS4 Inspire with warranty.
Motion made to acquire this model of machine with the best quote provided in the next 10 days.
Moved by Paul Seconded by Bill Carried
- Letter from Dian Johnstone re: food program.
Motion to loan small freezer from kitchen to food program. Freezer to be used in the storage room of the medical clinic for food storage.
Moved by Paul Seconded by Ingrid Carried
Action Item: Melanie to contact Dian with proposal
- CD player in sound room not working, board agrees to have it removed
- Lion's Club has asked for a projection screen. Community Hall has 2 screens, one that was bought for use for the community, advise Lion's Club to use from Hall.

ADJOURNMENT 19:49

NEXT MEETING AGM DEC 2ND
NEXT REGULAR MEETING JANUARY 15TH