

Saturna Recreation and Cultural Centre  
Director's Meeting Minutes Monday September 24<sup>th</sup>, 2018

Call to Order 7:06PM

**Members Present:** Melanie Gaines, Linda Cunningham, Raeanne House, Bill Schermbrucker, Peggy Warren, Michel Chaisson, Chaya Katrensky

**Regrets:** Ingrid Gaines, Norm Amundson

Approval of the Agenda; additions – foodsafe & Ocean Bridge

Approval of August 13<sup>th</sup>, 2018 minutes; approved as submitted

**Committee Reports:**

**Finance** – Peggy

- Notes, \$101,000 in contingency, \$67,000 in high interest, \$19,201 in chequings.
- Two anonymous donations made for \$5,000 each.
- Still receiving membership dues, broken all records to date.
- Financial statement is almost complete.
- Received directors and officers renewal and policy – same rate as last year.
- \$1,234 GST rebate coming.

Directors to accept report, Moved by Chaya; Seconded by Linda - Carried

**Activities** - Raeanne

- Halloween and Christmas around the corner. Activities committee to meet and plan events.

**Operations** – Michel

- Lights in gymnasium – light fixtures are failing and are no longer made. Michel has sourced a new light fixture. To be ordered and replaced where needed.
- Door handle for maintenance room is not functioning properly. Michel will work with a lock smith in Saanich to resolve problem.
- Doors exposed to weather are needing service – wait until warm/dry weather
- Gap in weather seal at main entrance and lounge entrance doors, need to be replaced.
- Complaint about signage at parking entrance looking old, needs to be revitalized.

- Geothermal system needs glycol. Paul also suggests cleaning the filters. Melanie to follow up. Linda suggests coupling with heat pump services needed on island.

### **Communications – Chaya**

- October Scribbler article submitted

### **Old Business:**

- Kitchen clean up went well. Major areas of cupboards and drawers & hood vent completed. Some left over still to be completed, especially the pantry. NEXT CLEAN-UP: Upstairs Raeanne and Ingrid to revamp.
- Tennis Courts – Melanie reports that the school board has agreed to project as long as basketball courts remain incorporated. Nothing will move forward until spring.

### **New Business:**

- Fundraising – Michel is looking into acquiring Air Canada airline tickets to raffle. Possibility of selling prior to Lamb BBQ. Directors to define parameters that work for all parties involved in selling of tickets and maximizing fundraising efforts once tickets are confirmed.
- Halloween – Raeanne to obtain license for event.
- Ocean Bridge – Melanie expects to hear back from organizer on offer of \$750/per night + \$500 returnable damage deposit for 40 young adults booking the gymnasium.
- Foodsafe – Lion's scheduled for Friday October 12<sup>th</sup>
- Michel to return light bulbs
- Raeanne & Melanie to set up security cameras, to be positioned on washroom and gym doors. Plus posting signage.
- Paul Brent to remove Nordic Track machine.

Next Meeting: Tuesday October 23<sup>rd</sup> @ 5pm

Adjournment – 7:58 pm Moved by Linda, seconded by Michel - Carried