

Saturna Recreational and Cultural Centre

Board of Directors' Meeting

20 January 2020

Minutes

In attendance: Melanie Gaines, Peggy Warren, Michel Chaisson, Rae House, Ron Monk, Ingrid Gaines, Al Dejoseph, Chaya Katrensky, Linda Cunningham

Regrets: Norm Amundson

1. Called to Order
2. Several minor changes to the agenda approved.

Welcome to new board members, Ron Monk and Al Dejoseph

3. Approval of Minutes of the November Meeting – Moved Ingrid, seconded Michel, passed

4. Business Arising: Nil

5. Committee Reports

Operations: Michel reports: Westburne Electric should be receiving the lights for the gym next week. Michel is attempting to get 4 quotes for the installation costs. Double Bill Electric \$6100, Beltech \$9000, waiting for Jordan and Chrystal to supply quotes before decision is made. When asked, Double Bill Electric advised that to change the rest of the building over to LED lighting would cost \$7000 all in.

SiNet is setting up a lease agreement for an internet hotspot at the Rec Centre. We would get a secondary Internet system and SiNet would waive the \$50.00 per month charge for the life of the lease term, under discussion for either 3 or 5 yrs.

SiNet has submitted a quote for a security system consisting of 5 cameras, 2 inside and 3 outside the Rec Centre. Materials and installation to cost \$2765 with 50% up front and the rest over a longer term. Moved by Rae, Seconded by Ingrid to get the security system. Passed

The generator has received long overdue maintenance and was refilled with diesel to the total of \$6600. After much discussion, Peggy received 60% of the costs from CRD for EMBC (Emergency Management BC) Michel is going to set up a regular maintenance schedule

Entertainment and Marketing: Nothing to report until after they have a meeting.

Planned activities for this year – Cinco de Mayo, End of Summer party, July 1st 50-50 draw, Halloween, December Open House. It was decided to have a summer raffle with Michel supplying the major prize of Air Canada tickets, sales to start June 1 and end at the end of

summer party (Sep 5th). Secondary prizes to be arranged by Ingrid and Rae and their committee. Michel to arrange the gaming permit.

Financial: Peggy distributed the financials to date and estimated budget and did a quick overview of them. A membership reminder email was sent out to try to remind people to renew their memberships and that the door code was changing on 1 Feb.

An application for funding has been sent to Parks and Rec to assist with the activities at the Rec Centre.

Estimated costs including Solar, and new lighting as well as other expected expenses is estimated to be \$95,000. Income is estimated to be \$94,000, so we are managing well. At this time we have \$102,000 in our contingency account and \$63,000 in our current account.

The office computer which is Windows 7 needs to be upgraded to Windows 10 with the programs also upgraded. There could be a problem with the Quickbooks software during the upgrade. Peg is taking the computer to Best Buy for the upgrade.

Communications: Chaya reported that the Scribbler article would include renewal of memberships and the Sunday Walking Group. The Walking Group is working towards completing the Times Colonist 10 K Run.

Our website is out of date with incorrect board members and not having the minutes available. Ingrid has agreed to liaise with Tyler to get the minutes on the site as well as updating the information on the website.

6. Old Business

ESS Protocol – has been completed and will be distributed to all BoD members.

A down payment of \$14,000 has been made for the Solar Project.

7. New Business

A request for funding was received from the Saturna Singers for sheet music. They are requesting \$250.00.

Moved by Linda and seconded by Chaya to give them \$250.00, passed (Two abstentions – Ron Monk and Peggy Warren).

FireSmart has requested using the Rec Centre to demonstrate how properties should be improved. Moved by Michel, and seconded by Rae to take them up on their offer to FireSmart the Rec Centre.

The phone book will no longer be considered as a fund raiser for the Rec Centre. It will be offered to other committees.

Saturna Island Rescue has requested assistance in having their members use the exercise equipment. The SIR chief initially requested free memberships, but was advised that they have full access to the exercise equipment as does the fire department members. After discussion it was suggested that SIR take one of their Tuesday practices at the exercise room where they will be assisted by Chaya to understand how the equipment can best be used.

Brochures for 2020 to be ordered by Chaya

Programme Committee is on hold until February.

Next meeting 27 April 2020 at 5:00 PM at the Rec Centre Lounge

Adjournment.