

# Saturna Recreation Centre Society

## Executive Meeting Minutes

**Date Held:** 8 August 2011

**Location:** Saturna Recreation Centre, Lounge

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**Present:** Linda Cunningham, President  
Melanie Gaines, Past President  
Keith Howard  
Pam Janszen  
Dian Johnstone  
Brent Sohler  
Michael Vautour, Marketing  
Bernie Ziegler, Treasurer  
Ingrid Gaines, Minute Taker

**Absent:** Kate Vigneault, Corresponding Secretary

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

**II. Approval of Minutes of 18 May 2011:**

**Motion:** Melanie moved, Brent seconded that the minutes of the 18 May 2011 Executive Meeting be approved as read. Carried.

**III. Committee Reports:**

Operations & Planning

i. Basketball Hoop – Brent reported that Bellavance was projecting delivery of the basketball hoop in 2-3 weeks. Once the hoop is delivered arrangements will have to be made for its installation. The initial cheque for the hoop construction, drawn on the Gaming Account, has now been cashed meaning that the account should be empty.

ii. Outside Clean up – Keith organized another clean up that was held in June. Dian provided lunch for the crew. Keith did more weed eating before the Cajun Dinner & Dance.

**Action:** Keith will organize another work-bee in September.

iii. Stage Curtains – The stage curtains are in & they look great. Many thanks to Michael for over-seeing this project.

iv. Hand-dryers – There continues to be problems with the hand-dryers.

**Action:** Melanie will investigate the cost of similar paper-towel dispensers as they have at the Store & Fire Hall.

## Marketing

i. Cajun Dinner & Dance – Great dinner, good music & a very poor turnout. Not all the financial numbers are in yet, but it is looking as if the SRCS will only break-even on this event.

ii. Sock Hop – A sock hop is planned for September 3<sup>rd</sup>. The marketing/entertainment committee will meet to plan this event.

Bernie reported that the fundraising events profits from last fiscal year equated to approximately \$9600 profit.

## Financial

Attached is a Profit & Loss Statement for the 2010-11 fiscal year. Bernie reported that the SRCS is showing a loss of \$7844.56 for last year. This is in part due to the necessary draining of the Gaming Account. Taking into account this fact the SRCS actually made a profit of \$832 last year.

Also attached is a Statement of Cash position that shows that the SRCS has \$161,117 in total cash.

Bernie stated that he would like to ‘downgrade’ our audit level as we are paying quite a high expense for an unnecessary audit. This item has to be added to & agreed to at the 2011 AGM.

## Other Financial Items –

i. Linda has received confirmation from the RCMP that they would like to renew their agreement with the SRCS for use of the RC at a cost of \$2500/year. Linda is hoping to negotiate a 5 year contract with the RCMP.

ii. CAP Grant – the grant has been approved & the cheque is apparently in the mail.

## IV. Old Business:

i. Stage Curtains – See above.

ii) Tabled Motion re: outside signage-

**Motion:** Linda called the motion tabled at the 18 May 2011 meeting. The motion was defeated. 11 yeas, 7 nays.

**Motion:** Pam moved, Dian seconded that from this date forward there is to be no additional signage on RC property unless permission is granted by the Board of Directors of the Recreation Centre Society. Carried.

iii. Fire Alarm Monitoring – There is a telephone number for API Alarms on the wall in the office.

**Action:** Brent will call the number & try to determine if we still have an account with them.

iv. Printer – Still a work in progress.

v. Pit Toilet Roof – Brent has all the material & will try & make time to do the work.

vi. Sign-Board – Still pending.

**Action:** Keith will contact the Fire Chief & discuss the matter.

vii. Maintenance Book & Schedules– Keith located the maintenance book. Bill Kastelian is reviewing it & they spent time going over it & through the building. Bill would like to come & speak with us about the book & schedules. Currently Bill is continuing to check on the geothermal system. Also, Keith stated that Barry Crooks checks up on the generator but he does not fill out the maintenance checklists that the SRCS is required to. Checklists could be left in electrical room on a clipboard for filling out. Regular/annual grease trap cleaning needs to be added to checklists.

viii. Hand-dryers – See above.

## V. New Business:

i. Table Repair/Replacement – Linda reported that it is not possible to get replacement parts for the tables. Only solution is to buy a new one to replace broken one & save any useful parts from the broken one.

**Action:** Melanie will order/purchase a new round table.

ii. CC Funding - Melanie would like everyone to brainstorm about a way of approaching the Community Club with regard to getting some financial support from them.

iii. Scribbler Group/Mezzanine – The Scribbler group are going to pay to have film put on the skylight. Linda told them to go ahead with this as there was more support than objection for this idea when she circulated an email with regard to the matter.

iv. Ad for Shuffleboard –

**Action:** Pam will put an ad in the free section of the Island Tides.

v. Membership – Bernie reported that there were 50 fewer memberships this year than the previous year. The SRCS needs to try to get these memberships back. Dian thinks we should have a membership chair that works on this & she is willing to take this on. There will be further discussion of this idea at the next meeting.

## VI. Adjournment: 8:56 PM

**Motions Made & Carried**  
**8 August 2011, Executive Meeting**

**Motion:** Melanie moved, Brent seconded that the minutes of the 18 May 2011 Executive Meeting be approved as read.

**Motion:** Linda called the motion tabled at the 18 May 2011 meeting. The motion was defeated. 1 yea, 7 nays.

**Motion:** Pam moved, Dian seconded that from this date forward there is to be no additional signage on RC property unless permission is granted by the Board of Directors of the Recreation Centre Society. Carried.

**Actions Undertaken by Directors**  
**8 August 2011, Executive Meeting**

**Action:** Keith will organize another work-bee in September.

**Action:** Melanie will investigate the cost of similar paper-towel dispensers as they have at the Store & Fire Hall.

**Action:** Brent will call the number & try to determine if we still have an account with them.

**Action:** Keith will contact the Fire Chief & discuss the matter.

**Action:** Melanie will order/purchase a new round table.

**Action:** Pam will put an ad in the free section of the Island Tides.