

Saturna Recreation Centre Society

Executive Meeting Minutes

Date Held: 13 August 2012

Location: Recreation Centre Lounge

Directors Present: Linda Cunningham
Melanie Gaines
Dian Johnstone
Rachael Preston
John Simpson, President
Michael Vautour

Directors Absent: Ron Drane
Joan Hoskinson
Andrew Money

Others Present: Ingrid Gaines, Minute Taker

I. Call to Order: 7:08 PM

II. Approval of Minutes of 18 June 2012 Meeting:

Motion: Melanie moved, Linda seconded that the minutes of the 18 June 2012 Executive Meeting be approved as circulated. Carried.

III. Delegations: None.

IV. Member's Reports:

a. President's Report -

- i. Summer Student - John reported that he had received a letter from Michel Bourassa, President of the Saturna Parks & Recreation Commission with regard to a meeting he had with David Howe, CRD Director about the possibility of having a summer student to run Parks & Rec. program next summer. Michel would like to see the SRCS get involved in the program, if viable, with the SIPRC. All present agreed that it was a good idea to explore.
- ii. Trans Canada Trail Meeting - John also reported that Michel and David Howe had also talked at the meeting with regard to building some trails on Saturna with funding from the government. The SRCS might take a supportive roll on this.
- iii. Meeting with Fire Protection Society/CRD Clean up - John & Andrew met with some members with the SIFPS about the outside area between ESB1 & the RC & the idea of working together to clean up the area & build a little community park area. There was positive feedback for this idea. John has done a little research on some possible grants & will apply for them. John has a quote from Darryl to do some thistle clearing & mowing to the tune of \$650.

CRD is willing to provide some funds for the area they messed up with the water improvements & the SIFPS needs to meet their commitments to the SRCS. Michael would like the area to be suitable for outdoor events if possible. Melanie would like to be a part of discussions. John will include the entire executive in emails/meetings.

b. Correspondence, Motions and Action Items Report -

The letter from Michel was the only correspondence.

c. Operations and Maintenance -

- i. Thanks for Clean Up Day - John expressed his appreciation for all those who had turned up to help on Clean Up Day & he would like to see the non-executive members formally thanked.

Action: Rachael will write letters of thanks to Jim Trainer, Shannon, Deman Barb & Hugh Grasswick, Jeannie Crerar, Ron Hall, Ron Monk, John, Ian & Izzak Gaines, Brent Sohler & Al Razutis.

- ii. Basketball Hoop - Hoop is in place! John has ordered an electric, motorized winch to move the hoop up & in & out of place.

Actions: Linda will get together the costs of getting the hoop in place, Melanie will provide John with an estimate of the volunteer hours & Rachael will write a letter to the SIPRC asking for some support.

- iv. Outside Signage - John talked with Andrew about getting the signs back up. Melanie suggests that she talk to John Gaines about him organizing getting the entrance sign back up. Dian suggests giving tax receipts for donated work, which can be done with an invoice from them.

Action: John will do up a pre-made form & talk to the auditors to make sure that is allowable.

- v. List of Maintenance Items - John did not bring the list - wants a plan on how to attack the list. Need to have some money to pay someone, and then there can be an outside maintenance person (like we have Wayne) who has a set of responsibilities and hours.

Action: John will talk to Andrew to see if he can take on finding someone to do this when there is money.

d. Financial -

- i. Letter from Auditor - Linda is working in preparing the year-end materials for the Auditor.
- ii. Financial Report - See the attached Profit & Loss for last fiscal year & for this year to date.

It was noted that the telephone expense seemed quite high.

Action: John will look in to having our monthly telephone package changed.

e. Membership and Direct Marketing -

- i. Letter asking for donations - The letter asking for donations is done. Dian cannot get names of Saturna residents, to distribute the letter to, from anywhere. She can use the new phone book when it comes, but this does not get to off-islanders.

Action: Dian will check with SIPOA to see if they will share their list. John will work on building our own database for our future reference.

- ii. Gaming Money Proposal and Other Fund Raising - Community Recreation Program & other such grants, like Gaming, need you to ask for specific things & account for your spending in the fashion they require.

Action: John will go through the grants/proposals & see what type of things they fund & get that info to the group.

f. Entertainment and Promotions -

- i. Summer Party - Net profit of \$964.49, which is a lot better than last year, but not quite as high hoped. John thinks it was a great event & really done part as a community service. Hopefully with other fundraising the emphasis will come off of doing these events to make 'big' money.
- ii. Sock Hop - on the schedule for Sept. 1st. Michael meets with his group tomorrow to finalize planning. We have the Thanksgiving Weekend now to do a fundraiser. Michael is thinking about Gospel Music - no dinner.

V. Old Business:

- a. Maintenance Building & Property Clean Up - More to do.
- b. Shelves or Storage Shed - Need to wait to get some money.
- c. Parks and Recreation Proposal - See above.
- d. Membership Drive - Part and parcel with building the database so that it can all be sent electronically or by mail. Dian will continue to work on this. Dian is still working on Paypal, but Linda & Dian will work on getting direct deposit set up.
- e. Fire Protection/Four Seasons -

Motion: Melanie moves that we pay Four Seasons as per their estimate. Michael seconded. **Motion tabled until there is further information.**

Action: Linda & John will work on this & an email decision will be made.

VI. New Business:

- a. Long Term Finances – See above.
- b. Central Community Park – See above.
- c. Visioning Exercise for the Rec. Centre – Next Meeting.
- d. Grounds Keeper – See above.
- e. Rental Requests – Melanie had a request for the sound system to be used at a wedding outside the building. This request is against RC policy. Same wedding wanted to rent linens, but this is also against policy. Melanie mentioned these things so the Board would know of the requests.
- f. Agenda Items for next meeting – CC Club donation/re Saturnina Foundation & coin operated showers.
- g. Right of 1st Refusal/SIFPS – John will sign.

VIII. Date of Next Meeting: Monday the 17th of September.

IX. Adjournment: 9:10

Motions Made & Carried
13 August 2012, Executive Meeting

Motion: Melanie moved, Linda seconded that the minutes of the 18 June 2012 Executive Meeting be approved as circulated. Carried.

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Actions Undertaken by Directors
13 August 2012, Executive Meeting

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