

# Saturna Recreation Centre Society

## Executive Meeting Minutes

**Date Held:** 29 November 2010

**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  
Kate Vigneault, Corresponding Secretary  
Bernie Ziegler, Treasurer  
Ingrid Gaines (IG), Minute Taker

**Absent:** Michael Vautour

**I. Call to Order:** 7:00 PM

**II. Approval of 18 October 2010 Executive Meeting Minutes:**

Motion: Melanie moved, Pam seconded approval of the 18 October 2010 Executive Meeting minutes as circulated by the minute taker. Carried.

**III. Correspondence:**

i) Letter from Vancouver Foundation – See New Business.

**IV. Committee Reports:**

Operations & Planning –

i) Geothermal Instruction/Maintenance 09.12.04 – Melanie reported that Barry Kosteris had finally visited & done an overhaul of the system. With the help of Bill Kastelin a broken wire was found & fixed. It is believed that this was the problem & that we should now see an improvement in the operation & cost of the system. There has been no bill for this visit as of yet. Bill will do a check over of the system regularly.

Action: Kate will write a letter to the SIFPS. This letter will mention that it is time to renegotiate the lease agreement.

ii) Basketball Hoop/Gaming Funds – Brent & Ian Gaines took some measurements & sent some pictures to Greg Bellavance on Salt Spring. Greg will use this information to design a hoop & give

the SRCS an estimate of what it will cost. Greg believes the hoop will cost in the neighbourhood of \$5000. Discussion followed on other ways to spend the remaining \$12,000 in the Gaming account, i.e., mirrors, stage/sound curtains, floor hockey equipment & TV & vcr/dvd for exercise.

Action: Keith will contact Andrew Money & work with him on picking out & purchasing floor hockey equipment.

iii) Generator – Ian Elliot with Emergency Social Services would like the generator topped up with fuel before the stormy winter season.

Action: Brent will see to filling the generator.

Marketing –

i) International Dinners – It was reported that another very successful international dinner was held. Unfortunately the numbers were a little bit lower. The profit is hoped to in the neighbourhood of \$1200.

ii) Parks Canada – Kate inquired as to whether or not there had been any response from Parks with regard to the letter sent to them by the SRCS. Linda reported that there had not been.

Action: Linda will resend the letter to Scott Aitken of Parks Canada.

Financial –

Attached are copies of Profit & Loss statement, Cash Position & Statement of Income & Expenses for the year to date.

Bernie noted that a highlight of the financials is that the SRCS remains in the black with a balance of \$1308.

Also, Bernie reported that he had moved \$110,000 in restricted funds from the capital account to a Savings account so that cheques cannot be written against these funds.

It was reported that the SRCS is still working with other Island organizations & an insurance agent to see if it is possible to realize some savings on the cost of insurance to all concerned. It seems likely that the SRCS will have to start to carry special events insurance for all events where alcohol is sold.

## **V. Old Business:**

a) Website – Dian has concerns about malfunctioning links on the website & outdated content. It was reiterated that all approved minutes should be sent to AI for posting to the website.

Action: Dian will contact AI Razutis with regard to fixing & updating the website.

Action: Ingrid will send all approved minutes to AI for posting to the website.

b) Gaming 09.12: 09 – See above. The executive is working diligently to spend the remaining gaming funds before the end of 2010.

- c) Maintenance Book & Schedules- Now that Ted Syverson is back on island Brent will work on getting them back/locating them.
- d) Letter to SIPRC 10.03: 14 – Still on hold until the questions of the mirrors is settled.
- e) Purchase of weed-eater/extension ladder 10.05: 21 – Melanie is still working on making these purchases.
- f) Kitchen Cleaning/Maintenance 10.05: 22 – Thanks to Dian & her kitchen crew the stove has had a serious cleaning. Melanie will make sure that Barb Ropars & the Lions keep the stove clean.
- g) Letter to Barnett's – Kate has written the letter.

Action: Linda will post this letter immediately.

- h) Letter to Lions re. stage curtains – Kate wrote the letter & the Lions have made a \$2500 donation to the cost of the curtains.

## **VI. New Business:**

- a) Vancouver Foundation – The Vancouver Foundation grant application, as email circulated by Linda, was discussed. It was generally felt that the SRCS does not meet the requirements/criteria of the grant.
- b) Computer- The computer in the mezzanine is not working. Harvey is looking in to purchasing a new, inexpensive one.
- c) CD Player/Sound System – The CD player component of the sound system was not working the night of the international dinner.

Action: Michael will be asked to talk to Robert Montgomery about this.

- d) Rental Policy- Melanie feels that it is time to revisit the rental policy. A committee comprised of Dian, Kate & Melanie was formed to work on this.
- e) Director Absence- Keith reported that he will soon be going away for 3-4 months, but will jump back in to outside maintenance issues upon his return.

**VII. Adjournment:** The meeting was adjourned at 8:40 pm.

**Date of Next Meeting** - January 17<sup>th</sup>, 2011.

**Motions Made & Carried**  
**29 November 2010, Executive Meeting**

Motion: Melanie moved, Pam seconded approval of the 18 October 2010 Executive Meeting minutes as circulated by the minute taker. Carried.

**Actions Undertaken by Directors**  
**29 November 2010, Executive Meeting**

Action: Kate will write a letter to the SIFPS. This letter will mention that it is time to renegotiate the lease agreement.

Action: Keith will contact Andrew Money & work with him on picking out & purchasing floor hockey equipment.

Action: Brent will see to filling the generator.

Action: Linda will resend the letter to Scott Aitken of Parks Canada.

Action: Dian will contact Al Razutis with regard to fixing & updating the website.

Action: Ingrid will send all approved minutes to Al for posting to the website.

Action: Linda will post this letter immediately.

Action: Michael will be asked to talk to Robert Montgomery about this.