

Saturna Recreation Centre Society

Executive Meeting Minutes

Date Held: 19 November 2012

Location: Recreation Centre Lounge

Directors Present: Linda Cunningham
Ryan Dentry
Melanie Gaines
Raeanne House
Tom Koochin
Andrew Money
Larry Peck
Al Razutis
Bill Schermbrucker
John Simpson, President
Michael Vautour
Priscilla Zimmerman

Directors Absent: None!

Others Present: Ingrid Gaines, Minute Taker

I. Call to Order: 7:05 PM

II. Approval of Minutes of 29 October 2012 Meeting:

Motion: Melanie moved, Linda seconded that the minutes of the 29 October 2012 Executive Meeting be approved as circulated. Carried.

III. Delegations: None.

IV. Election of Executive and Committee Chairs for 2012/2013:

Motion: Melanie moved, Linda seconded that John Simpson be re-appointed president of the SRCS executive for the 2012/13 year. Carried.

Motion: Michael moved, Bill seconded that Melanie Gaines be re-appointed as vice president of the SRCS executive for the 2012/13 year. Carried.

Motion: Melanie moved, Andrew seconded that Linda Cunningham be re-appointed as Treasurer of the SRCS executive for the 2012/13 year. Carried.

Motion: Melanie moved, Michael seconded that Bill Schermbrucker be appointed as the corresponding secretary for the 2012/13 year. Carried.

Motion: Melanie moved, Raeanne seconded that Michael Vautour be re-appointed as entertainment chair of the SRCS executive for the 2012/13 year. Carried.

Motion: Melanie moved, Linda seconded that Andrew Money be appointed as chair for Interior Operations and Maintenance of the RC. Carried.

Motion: Melanie moved, Linda seconded that Ryan Dentry be appointed as chair of Exterior Maintenance and Operations of the RC and grounds. Carried.

Motion: Melanie moved that Al Razutis be appointed chair of the new Communications, Marketing, Fund-Raising & Membership Committee that includes Larry, Priscilla and John. Carried.

Raeanne house will continue to work with Michael on the Entertainment Committee as well as over-seeing kitchen use.

Tom Koochin will work with Andrew on interior maintenance.

V. Member's Reports:

- a. **President's Report** – John stated that there was nothing new to report since his president's report at the AGM.
- b. **Correspondence, Motions and Action Items Report** –
 - i. Cards asking for Donations – John reported that he had 500 cards made up with the Tony Green drawing on them. He explained to the new board the idea that the previous executive had been working on to use the cards as a personal appeal to members of the public for donations to the SRCS.

Action: The new Communications, Marketing, Fund-raising & Membership Committee led by Al will continue to work on this idea with the definite idea of making serious progress by the calendar year end.

- ii. Notification about return to PST/GST –

Action: Linda will contact Cowland & Paterson with regard to the ramifications for the SRCS of a return from HST to GST/PST taxes.

- c. **Financial** –
 - i. Gaming Commission Report – John reported that he has almost completed the Gaming Application. John circulated a program budget that he has come up with and asked for comments/suggestions/additions.
 - ii. Treasurer's Report – Linda did not deliver a report as she had just delivered one to the AGM.
 - iii. New Booking Program – Linda reported that, due to problems encountered with Cowland & Paterson at fiscal year end, that SRCS has purchased a new and up-graded accounting program.
- d. **Operations and Maintenance Report** – Andrew stated that he will bring Ryan up to speed with matters related to outside maintenance and that he will work with his new sub-committee to address the on-going inside maintenance issues and report back to the board at the next meeting. Andrew highlighted for the new board the excellent work done by Bill Kastelien on the geothermal heating system.

- e. **Membership and Direct Marketing Report** – Melanie stated that she had contacted Dian Johnstone to ask her to bring Melanie/the new committee up to speed with the work she had been doing. Melanie had not heard back from Dian before the meeting, but she will pass along whatever information she receives from Dian. Members of the old board stressed to the new committee their feeling that working on membership was a major agenda item for the new committee.
- f. **Entertainment and Promotions** –
 - i. Up-date on schedule of events– Michael brought the board up to speed with plans for the Christmas Open House & New Year’s Eve.
 - i. Other – Michael stressed to the board the criticalness of their participation in events, not only as attendees, but also has helpers.

VI. Old Business:

- a. Other Fund-Raising – John asked everyone to think of ideas for fundraising and to share them with the marketing committee. Bill mentioned the idea of the RC going on the tax roll and stated that he believes there may be support in the community for this idea now.

Action: Bill work on a pros and cons analysis of the idea of the RC being on the tax roll for the Board.

- b. Storage Solution – John notified the Health Committee that we couldn’t afford any space for them to house equipment as of yet. Will continue to work on clean up & storage.
- c. Basketball Hoop Installation – The motor is still not installed. Electrical work by Bill House needs doing.

Action: John will follow up with Rachael on a funding request to SIPRC for basketball hoop installation costs.

- d. Landscaping Project - \$700 from CRD for some clean up has still not arrived. Darryl Davies still to do the work. Bill thinks work on landscaping/property beautification should be highlighted on the agenda of the board.

Motion: Melanie moved, Bill seconded that the SRCS, SIFPS, SIPRC & the CRD collaborate on developing a plan & take to fruition the plan to beautify the grounds around and between the RC, Fire Hall and Grey House. Carried.

- e. Plans for exercise equipment funding and acquisition – Michael still intends to have a walk-a-thon for a new treadmill. Al says other things need replacing before the treadmill – bands & bicycle. Andrew will work on this with Al.
- f. Website and Facebook – Al took us through the website.

Motion: Andrew moved, Melanie seconded that Al sets up a Facebook recreation centre page & link it to our website & the Saturna Facebook page. Carried.

- g. Outdoor Signage –Ryan will take this over & report back.
- h. Business Centre – Next meeting.
- i. Central Park – see above.
- j. Coin Showers – Melanie still working with Harvey on this. Discussion followed on the regular use of the showers by the ‘Pirates’ and SEEC kids. Bill thinks that it is a kindness to let the

SEEC kids use showers, as they do not have showers at their site. Bill would be willing to take on spelling out the parameters of shower use with the SEEC kids. The discussion was tabled until the next meeting.

Action: John and Bill will write a letter to the School Board asking for a financial contribution for the SEEC high school children's use of the showers.

VII. New Business:

- a. Letter thanking past Board Members –

Action: Bill will write a letter of thanks to past board members Dian Johnstone, Rachael Preston, Ron Drane and Joan Hoskinson.

- b. Share summer staff with SIPRC - Next meeting.
- c. Kitchen – Needs to be unlocked when the power is out for an extended period of time. Andrew and Rae will work to make sure it is unlocked in these cases. Bridge & Lions have a key for the kitchen. We need to have a letter stating that the key is for the use of them & them alone.

Action: Bill will write a letter setting out kitchen key use for the Bridge group & the Lions.

- d. Thank you cards to Darryl Davies and Kathy Stonehouse = Darryl did a tremendous job of decorating the RC for Halloween & Kathy Stonehouse was also a great help with Halloween.

Action: Bill will write a letters of thanks to Darryl & Kathy.

- e. Free Membership –

Motion: Linda moved, Melanie seconded that Bill Kastelien be given a free membership for 2013 in recognition of the volunteer work he does on the geothermal and heating systems. Carried.

- f. Scribbler Article – Linda thinks we need an article every month just to keep people informed. Al's group will take care of this.
- g. Recorder – All members agree to taping of meetings. Recordings deleted after minutes approved.

VIII. Date of Next Meeting: Wednesday the 19th, December

IX. Adjournment: 9:00 PM

Motions Made & Carried 19 November 2012, Executive Meeting

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Actions Undertaken by Directors
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Action: Linda will contact Cowland & Paterson with regard to the ramifications for the SRCS of a return from HST to GST/PST taxes.

Action: Bill work on a pros and cons analysis of the idea of the RC being on the tax roll for the Board.

Action: John will follow up with Rachael on a funding request to SIPRC for basketball hoop installation costs.

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Action: Bill will write a letter of thanks to past board members Dian Johnstone, Rachael Preston, Ron Drane and Joan Hoskinson.

Action: Bill will write a letter setting out kitchen key use for the Bridge group & the Lions.

Action: Bill will write a letters of thanks to Darryl & Kathy.