



Hampton Village

COMMUNITY ASSOCIATION

General Meeting, Wednesday September 12th, 2018 Hampton School's Multipurpose Room 6:30 pm

1. Call to Order: 6:34 (Not too shabby)
2. Introductions: Barb was introduced as the new treasurer as of October!!!
 - a. Present: Cinthia, Reann, Kelly, Kristen, Cathy, Dave, Danae, Jan, Cameron Scott (Public School Trustee)
 - b. Regrets: Glen, Chelsey, Liisa, Melanie, Christine, Donavon
3. Review and adoption of agenda (with corrections)
 - a. **Motion:** Cinthia **Second:** Kristen
4. Review and approval of meeting minutes from June
 - a. Business arising from the minutes
 - i. Approval of Financial Statement August 31, 2017 Review: **Motion:** Kristen **Second:** Cinthia
5. Review of correspondence
 - a. Weed Wacker warranty arrived
6. By-Law Review: 30 Minutes for this last session.
 - a. Added the logo to the front page
 - b. Change to the date on cover to correspond to AGM
 - c. Added Revision History
 - d. Removed last sentence on the paragraph about Associate membership (Non-Resident)
 - e. Article 8: Added information about Dissolution of corporation.
 - f. BYLAW 2: Wording changed about the voting age of board members
 - g. Rearranged Meetings Bylaw.
 - h. Added to BYLAW 11-Dissolution (Removed entire BYLAW 11)
 - i. **ACTION (ALL):** Look at Job Descriptions in Bylaws and give feedback/corrections. Review BYLAWS after changes have been accepted.
7. Executive Reports
 - a. President: N/A
 - b. Treasurer: 2018/2019 Proposed Budget
 - i. Kristen and Kelly changed numbers on Fall and Winter Revenue and Fall and Winter Expenses



Hampton Village

COMMUNITY ASSOCIATION

- ii. Add 3% expenses of all registration to account for credit card processing.
- iii. Formulas are not adding up
- iv. Make Sask Lotteries Communities Grant a footnote
- v. Change date, add page numbers
- vi. Reann **Motions** to accept 2018/2019 budget with edits **Second:** Cathy. Will be formally voted on at the AGM

8. Coordinators

a. Adult Program Coordinator

- i. **Kelly makes Motion** to spend up to \$500 on Pickleball Paddles, **Second:** Cinthia

9. Community Consultant Report

10. Special Events

- a. Pumpkins in the Park: Cathy will be away. Reann will be the point person. Kelly will make hot chocolate.

11. PIES from Cinema Under the Stars

- a. See attached draft

12. New Business

a. **Storage room organization (Discuss in November)**

- b. **Online registration position:** Discussion was had about what the duties of this position could be. The idea was brought up that this could be combining membership coordinator. Cathy **Motions** to combine online coordinator and membership coordinator. **Second:** Kelly

c. **Resignations**

- i. **Adult:** Kelly would like to step down from this position and move into the online registration position.
- ii. **Child and youth:** Kristen is stepping down from child and youth and moving into a member at large position.
- iii. **Membership:** Glen is resigning.
- iv. **Kindersoccer:** Christine officially resigned in June

d. **AGM prep.**

i. **Voting:**

- 1. Secretary
- 2. Daytime



Hampton Village

COMMUNITY ASSOCIATION

3. Adult
 4. Child and Youth
 5. Allocations
 6. Kinder-soccer
- ii. **Motion** to give \$500 donation to Hampton Free Methodist Church
 - iii. **ACTION:** All coordinators to have power point slides for AGM Presentation back to Cathy by September 30th. Cathy will send out old slides so coordinators can revise.
 - iv. Prepared agenda for AGM
 - v. **Dave Motions** to spend \$500 for Pizza for AGM. **Second: Kristen**
- e. Decide Membership Year for AGM. Would like it to end July 30th
 - f. Do board members have to pay membership? Add this to the agenda at the AGM and let all members vote concerning this issue.
 - g. Advertising for Newsletter (increasing the advertising so we don't subsidize as much). Increase would take effect as of the Spring 2019 newsletter
 - i. **Motion:** Cinthia **Second:** Reann
 - h. Funding opportunity
 - i. **Action item:** Cinthia to send funding request letter to Akzo Nobel
 - i. Footloose tickets
13. Meeting adjourned at: 9:31
14. Next Meeting: Oct 10, 2018 @ 6PM



Action Items

	Action Item	Person Responsible	Status/Complete by
1	Look at Job Descriptions in Bylaws and give feedback/corrections. Review BYLAWS after changes have been accepted.	ALL: Cathy will send out revised bylaws by September 30 th for us to review. Please review ASAP.	October 5 th
2	All coordinators to have powerpoint slides for AGM Presentation back to Cathy by September 30 th . Cathy will send out old slides so coordinators can revise.	Coordinators	September 30th
3	Send funding request letter to Akzo Nobel	Cinthia	ASAP
4	2018/2019 budgets: Donavon handed his in in June; however, it was misplaced. Please resend	Donavon	ASAP
5	Submit rink related receipts for the 2017/2018 year (shovels, weed wacker, gas)	Donavon	ASAP
6	Disc Golf: Continue to pursue course and meet with other interested groups.	Dave	Ongoing
7	Website Updates. If someone specifically want to head this up they are more than welcome to.	Everyone	Ongoing



Hampton Village

COMMUNITY ASSOCIATION

Year-End Wind Up			
1	Ask apparatus about VISA/DEBIT acceptance and If a note field can be mandatory for the customer to fill in.	Kelly	Complete. Neither could be accomodated
2	Set up online registration email	Kelly	Complete
3	Set up PayPal account	Cinthia	Complete

June's meeting			
1	Purchase gift card for Brent	Glen	Before June 29, Complete
2	Set up a meeting with the developer (Michelle) to go through the demo and answer our questions. Mel, Kristen, Cinthia and Jan (if available) will attend.	Kelly	ASAP, Complete June 2018
3	Email Lindsey to let her know final Family Fest date	Cinthia	ASAP Complete

Carried over from May's Meeting			
1	Read and review the description that Cathy puts on Facebook and reply to Cathy via email.	ANYONE WHO HASN'T PLEASE DO BEFORE MID JULY	JULY 15 Complete
2	Financial Review	Chelsey	SEPT mtg: Completed
3	Have budgets ready for June meeting. Please connect with Chelsey if you need guidance	coordinators	Complete, except for rink budget
4	Email city/ Troy Davis about costs/permission for permanent sign (renovating Dream's sign).	Cathy	SEPT mtg: In process, Cathy continues to correspond
5	Disc Golf: Continue to pursue course and meet with other interested groups.	Dave	Report on progress in SEPT: Ongoing
6	purchase a weed wacker and Personal Protective Equipment for it. Can spend up to \$450.	Donavon	ASAP: Complete, receipt still to be submitted
7	Weed Wack every 2 nd week. Ask for a volunteer if out of town.	Donavon	ASAP/ Ongoing



Hampton Village

COMMUNITY ASSOCIATION

Carried over from April's Meeting			
1	Coordinators to update website sections.	COMPLETE: JAN'S & CHRISTINES. REVIEW CATHY'S NEED: REST OF COORDINATORS: SOCCER, INDOOR X2, RINK	In time for fall registration: Complete
2	Verify FB page	Cinthia	In progress: Complete

ACTION ITEMS: Updated September 12, 2018