



Hampton Village

COMMUNITY ASSOCIATION

Monthly Board Meeting, Hampton School's Community Room Wednesday November 14th, 2018, 6:30 pm

1. Call to Order: 6:36 pm (Cinthia)
2. Introductions: Cinthia (Chair), Demi, Robert, Cathy, Dave, Barb, Kristen, Kelly, Kristy (Minute Taker). Partial: Liisa. Regrets: Reann, Chelsey, Donavon, Mel, Danae
QUORUM REACHED
Other Attendees: Jan Cunningham (Community Consultant)
3. Review and adoption of agenda (as amended):
Motion: Cinthia, **Second:** Cathy - MOTION CARRIED
4. Review and approval of meeting minutes from September 2018 (as amended):
Motion: Kelly, **Second:** Kristen – MOTION CARRIED
 - a. Business arising from the minutes:
 - i. Ratify church donation of \$500 made during AGM October 2018
Motion: Cathy, **Second:** Liisa – MOTION CARRIED
5. Review of correspondence
6. Executive Reports
 - a. President:
 - i. *See attached President's Report*
 - ii. Indoor and Adult Programming; Online registration starts December 16th, 2018. In person registration is January 8th, 2019.
 - iii. Child & Youth Coordinator will need to be found before online registration starts, otherwise programming may be cancelled.
 - b. Vice President: NTR
 - c. Treasurer: NTR
 - d. Secretary: NTR
7. Coordinators
 - a. Communications:
 - i. Deadline for online newsletter submission is November 30th. Will run ad for Child & Youth Coordinator position.
Action: Kristen will provide Cathy with C & Y coordinator position information.
Action: Cathy will look into reaching out to others in the community to be a "rink ambassador" (watch for light on rink shed)
 - b. Adult Program Coordinator: NTR
 - c. Child & Youth Program Coordinator: NTR



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- d. Daytime Program Coordinator: NTR
- e. Soccer Coordinator: NTR
- f. KinderSoccer Coordinator: NTR
- g. Rink Coordinator: NTR
- h. Allocations Coordinator: NTR
- i. Online Registration/Membership Coordinator:
Kelly **Motions** board members purchase membership through online registration (as per AGM approval), **Seconded**: Liisa - MOTION CARRIED
Action: Kelly to request soccer registrant list from Mel to have updated membership list
Action: Kelly to look into how Silverwood does their online registration and membership

8. Community Consultant Report

- a. School bookings for indoor programs can start November 19th, 2018
- b. SK Lotteries Community Grant application due January 15th, 2019

9. Special Events

- a. Establish committee Cinema Under the Stars:
Dave is interested in leading the committee, will need at least 2 or 3 other people on the committee
- b. Establish committee for Annual Garage Sale BBQ:
Cinthia will lead the committee, will need 1 more committee member

10. New Business

- a. Winter Carnival with Ernest Lindner/St. Lorenzo and Tykes & Tots:
Kristy will go to upcoming meeting on November 21st to discuss what role the HVCA can play
- b. Signing Authority:
Only allowed 3 signers (President, Treasurer and one other board member).
Cinthia Hill-Bird **motions** to remove Reann Legge from having signing authority, and add Cathy Baerg. **Seconded**: Dave – MOTION CARRIED
- c. PIES for Pumpkins in the Park:
Deferred to next Board Meeting

11. Meeting adjourned: 8:31 pm

12. Next meeting: December 12th, 2018



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Action Items

	Action Item	Person Responsible	Status/Complete By
1	2018/2019 budgets: Donavon handed his in in June, however it was misplaced. Please resend.	Donavon	ASAP
2	Submit rink related receipts for the 2017/2018 year (shovels, weed wacker, gas)	Donavon	ASAP
3	Disc Golf: Continue to pursue course and meet with other interested groups	Dave	Ongoing
4	Website Updates: If someone specifically wants to head this up they are more than welcome to	Everyone	Ongoing
5	Kristen to provide Cathy with C & Y Coordinator duties for upcoming newsletter ad	Kristen	ASAP
6	Kelly to request soccer registrant list from Mel to update membership list	Kelly	ASAP
7	Kelly to look into how Silverwood does their online registration and membership	Kelly	ASAP
8	Cathy to look into reaching out to others in the community to be a "rink ambassador" (watch for light on shed)	Cathy	ASAP



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November 2018 President's Report

What I did

- Completed insurance renewal information & payment
- Attended volunteer leadership series on Oct 29.
- Invoiced Grandview Homes for Cinema Under the Stars
- Submitted SLGA report
- Planned orientation
- Attempted to recruit a Child & Youth Coordinator
- Met with Demi & Christine to transfer Kindersoccer stuff
- Touched base on extra key twice. Discovered Christine also had a key.

What I need to do

- President's message & CUTS articles for newsletter

What I need from you

- Confirmation of attendance on November 17th.
- Sign up for two rink supervision days
- If able/willing sign up for a two-week window to watch the Allocations email. (check once daily, forward email on to respective coordinator or me if it requires attention). You do not need to make bookings, just keep an eye on incoming messages. One MAL can take this on if there is a volunteer
- Cheque for Christine for remaining Kindersoccer expenses
- Cheque for orientation school booking
- Cheque for orientation child care provider
- C & Y responsibilities: divide for winter session
- Is there a in person registration night for indoor programs?