



Hampton Village COMMUNITY ASSOCIATION

Monthly Board Meeting Minutes Wednesday, December 11th, 2019, 6:30 pm Community Resource Room, 1055 Hampton Circle

ATTENDANCE:

Present Board Members (11):

- Cinthia (Chair)
- Paula
- Kristen
- Kelly
- Cathy
- Clara
- Barb
- Kristy (Minute Taker)
- Dave
- Jess
- Reann (partial)

Absent Board Members (7):

- Krista
- Myra
- Demi
- Monica
- Booker
- Chad
- Chelsey

Other Attendees (1):

- Robert, HFMC Liaison

QUORUM REACHED

SUMMARY:

The meeting was called to order at 6:35 pm.

1. Review & adoption of Agenda

MOTION: To approve the Agenda, as amended.		
MOVED BY: Cinthia	SECONDED BY: Kristen	MOTION CARRIED

2. Review & adoption of past Meeting Minutes

- The November 13th, 2019 Minutes were emailed prior to the meeting and amended hard copies were distributed at the meeting.

MOTION: To approve the November 13th, 2019 Minutes, as presented.		
MOVED BY: Kelly	SECONDED BY: Dave	MOTION CARRIED

3. Business arising from the Minutes

- Review of Action Items.
- Dave reported that the Christmas Hampers have been cancelled this year due to a lack of community interest as well as time constraints for committee members and school staff.

4. Correspondence – Nothing to report.

5. Executive Reports

President, Cinthia – Nothing to report.

Vice President, Reann – Nothing to report.

Treasurer, Barb

- Financial Statement of Operations as of November 30th was emailed prior to the meeting and hard copies were distributed at the meeting. The report was briefly reviewed.
- Allocated program revenue and memberships. Still waiting for Kidsport for two families, Myra is following up with these – Kidsport hadn't received the applications yet.

MOTION: To accept the Financial Statement of Operations as of November 30th, as presented.		
MOVED BY: Barb	SECONDED BY: Cathy	MOTION CARRIED

Secretary, Kristy – Nothing to report.

6. Coordinator Reports

Communications, Cathy

- Winter Newsletter is in progress and should be completed by Friday. Once it is completed, Cathy will ask Brent to send it out as an Eblast. Noted that the Hampton Free Methodist Church ad is usually blurry, Cathy is going to ask that they send it as a different format next time.
- Will change the sign to advertise the upcoming online registration date.

Adult Indoor Coordinator, Paula

- Yoga instructor asked if we could purchase foam blocks for the class. Would like two per participant (25 participants), at \$13.96 each. Paula will source cheaper ones. There is an issue with storage – would need to plan something for the fall programming.
- Bootcamp instructor asked if classes can start at 6:30 pm, rather than 7:00 pm. Since soccer runs from 6:00 – 7:00 pm, this isn't really an option at this point. The only two choices would be to start at 7:00 pm at our school or have a 6:30 pm start time at a different school. Will need to discuss further before fall programming starts.
- Received an email asking about advertising an event. Cinthia said to send it on to either her, Kristy or Cathy.
- Drop in discussion. Paula said she would allow drop ins for all of the adult programs. Kelly suggested looking at what the cost of each program is, divide it by the number of classes, and then add a little more to this amount. If the drop in cost is too low, people will end up not registering and just dropping in for each class instead.
- Will have Coordinator report completed for January's meeting.

Child & Youth Indoor Coordinator, Monica – Not present, no report submitted.

Daytime Indoor Coordinator, Vacant

- Cathy reported that nobody attended the last English Practice class today. Since the beginning of the program in September, a total of three people attended on two different days. The Cards, Games & Coffee group is planning a potluck for their last day.

Soccer Coordinators, Krista & Myra – Not present, no report submitted.

Kinder Soccer, Demi – Not present, no report submitted.

Rink Coordinators, Booker & Chad – Not present, no report submitted.

- Cinthia distributed the Family Skate Time schedule for board members to pick two shifts to supervise. We will need to be firm with the “No sticks or pucks” rule this season. You will only need to supervise if the temperature is between -2 and -25C, and if no skaters show up in the first 45 minutes you can leave.
- Cinthia received an email asking if the rink lights can stay on later as they currently shut off at 10:45 pm. The bylaw is that you can't be in a city park between midnight and 5am. Since there are houses backing the park close to the rink, the issue is with the noise of pucks and sticks. She will reply to them that we will extend it to 11pm, but that's the latest we will leave them on to be respectful of the neighbours of the rink.

Allocations Coordinator, Vacant

Online Registration/Membership Coordinator, Kelly

- Apparatus will not accept PayPal as a method of payment for registration, it is Visa or Mastercard only. Will add a message stating that if you don't have a credit card, you can email Kelly to make arrangements for payment. In this case, Kelly would hold a seat in the system, then the registrant will be given a deadline for making the payment via cheque.
- Asked if there will be a Kinder Soccer Coaching Session this winter. Kristy hasn't received confirmation on the date from Demi, will let Kelly know once she does.

7. Community Consultant Report, Jan – Not present.

- The Community Consultant Report was emailed to the Board prior to the meeting. The report was reviewed.

8. Special Events

- Special Event discussion. We looked ahead at the 2020 events and have started to develop committees and volunteers. Board members were reminded that they are responsible to assist, as they are able, with one event/year. See below chart for 2020 events.

ACTION ITEM: All Board Members to choose an event that they can assist with.

Winter Luau Sunday, February 9th, 2020 10:30 am – 2:30 pm	Committee (1)	Kristy
	Volunteers (6-9)	Kelly
BBQ & Community Garage Sale Saturday, May 9th, 2020 8:30 am – 4:00 pm	Committee (2)	Kristy, Barb
	Volunteers (6-8)	
Cinema Under the Stars Saturday, September 12th, 2020 4:00 pm – 10:30 pm	Committee (4-6)	Dave, Paula, Barb
	Volunteers (25-30)	Kelly, Kristen, Cinthia
Pumpkins in the Park Sunday, November 1st, 2020 6:00 – 7:00 pm	Committee (1)	
	Volunteers (6-8)	Kelly
Christmas Hampers December 8th, 2020 Daytime	Committee (2-3)	Dave, Paula,
	Volunteers (5)	

- Discussion on what direction Cinema Under the Stars will take this year. Both the movie and activities were very well received by the community, so we will continue with both. Dave to submit the Sask. Lotteries Grant, which is due on January 15th, 2020.

ACTION ITEM: Dave to provide Cinema Under the Stars PIES to the board.

ACTION ITEM: Dave to submit Sask. Lotteries Grant.

- Discussion on Spring Garbage Clean Up Event. There is interest in hosting this event, however having an outside group take on the actual clean up of our parks. We could provide cookies and juice, and a possible donation to the group that takes this on. Meewasin Clean Up Campaign provides garbage bags and garbage pick up for groups who host a clean up event.
- Potential outside groups who might be interested in this: geocaching group, eco class, grade 12's for a grad fundraiser, girl/boy scouts to collect their badges, etc.
- The school cleans their own park, however the rest of Al Anderson would need to be cleaned. Other areas include Lehrer Crescent, McClocklin Road, the Dog Park, etc.

9. New Business

- Discussion on use of the Community Resource Room for outside groups. Currently all requests must be approved by the HVCA. The concern is about groups becoming a historical booking, and that group taking precedence over the HVCA in the future.

MOTION: To review and discuss each request as presented to determine the feasibility for an outside group to book the Community Resource Room.		
MOVED BY: Cinthia	SECONDED BY: Paula	MOTION CARRIED

Motion to adjourn at 8:03 pm.

NEXT MEETING:

January 11th, 2020 at 6:30 pm
Community Resource Room, 1055 Hampton Circle

ACTION ITEMS:

New Action Items Arising from Meeting:

	Action	Person Responsible	Status/Complete By
1	Cinthia to add Soccer Coach Compensation to January's Agenda.	Cinthia	January
2	All Board Members to choose an event that they can assist with.	Everyone	ASAP
3	Dave to provide Cinema Under the Stars PIES to the board.	Dave	ASAP
4	Dave to submit Sask. Lotteries Grant.	Dave	January 15th, 2020.

Carried over Action Items from Previous Meetings:

	Action	Person Responsible	Status/Complete By
1	Disc Golf: Continue to pursue course and meet with other interested groups.	Dave	Ongoing
2	Barb to create a policy regarding the credit card use.	Barb	Ongoing
3	Jan to contact Peter regarding moving the power underground, moving the direction of the rink lights, and selling our old rink lights.	Jan	Ongoing
4	All board members to purchase or confirm they hold a valid HVCA membership.	Everyone	ASAP
5	Jan to provide Kristy with proper wording for changing a Member at Large's number in the 2019 AGM Minutes.	Jan	ASAP

Completed Action Items from Previous Meeting:

	Action	Person Responsible	Status/Complete By
1	Kristy to contact Brent to set Booker up with rink email and to add him to the alert email list.	Kristy	Done
2	Cinthia to provide supervised family skate schedule to the board.	Cinthia	Done
3	Cinthia to add Garbage Clean Up Event to December's Agenda.	Cinthia	Done
4	Kelly to include a statement on Apparatus saying that the system accepts Paypal.	Kelly	Removed from list (see discussion)