



Monthly Board Meeting Minutes
Wednesday, December 9th, 2020, 7:00 pm
Zoom Meeting

ATTENDANCE:

Present Board Members (13):	<ul style="list-style-type: none"> • Cinthia, Chair • Cathy • Barb • Kelly • Dave • Jess • Clara 	<ul style="list-style-type: none"> • Krista • Booker • Min • Kristen • Myra • Kristy, Minute Taker
Absent Board Members (2):	<ul style="list-style-type: none"> • Reann 	<ul style="list-style-type: none"> • Monica
Other Attendees (3):	<ul style="list-style-type: none"> • Kamanashis Deb • Robert, HFMC Liaison (partial) • Kevin, Community Consultant 	

QUORUM REACHED

SUMMARY:

The meeting was called to order at 7:02 pm.

1. Review & Adoption of Agenda

Motion: To approve the Agenda, as presented.		
Moved by: Cathy	Seconded by: Clara	MOTION CARRIED

2. Review & Adoption of Past Meeting Minutes

- The September 9th, 2020 Minutes were emailed to the board prior to the meeting and were briefly reviewed during the meeting.

Motion: To approve the September 9th, 2020 Minutes, as presented.		
Moved by: Cathy	Seconded by: Barb	MOTION CARRIED

3. Business Arising from the Minutes

- Reviewed Action Items.
- Kelly and Barb confirmed that Apparatus is not doing any billing at this time, so we can remove this from the Action Item list.
- It was decided that we will not be doing Christmas Hampers this year.

4. Correspondence

- The Hampton Free Methodist Church sent a thank you card for our \$500 donation at the AGM.
- There was also a letter from Domain Registry, which our webmaster confirmed is a scam.

5. Executive Reports

President, Vacant

Vice President, Reann – Not present, no report submitted.

Treasurer, Barb

- The Financial Statement of Operations as at November 30th, 2020 was emailed to the board prior to the meeting, and was reviewed during the meeting.

Motion: To approve the Financial Statement of Operations, as presented.		
Moved by: Barb	Seconded by: Dave	MOTION CARRIED

Secretary, Kristy

- The 2019-2020 Annual Return has been filed with ISC.
- Dropbox will need to be updated so only current Board Members have access.

ACTION ITEM: Kristy to update who has access to Dropbox.

6. Coordinator Reports

Communications, Cathy

- The Winter Newsletter submission deadline was November 30th, and will be an online only version. It should be completed before the end of next week, then will be sent to the Ernest Lindner & St. Lorenzo School secretaries so families will receive it before the school break.
- Cathy will work with Booker and Cinthia to establish what Family Skating information should be included in the Newsletter.

ACTION ITEM: Cathy to email the Winter Newsletter to Ernest Lindner & St. Lorenzo School secretaries.

Adult Indoor Coordinator, Vacant

- Cinthia reported that the fall online Yoga season is almost complete. There will be another Yoga season that will start in January, and will also be online only.

ACTION ITEM: Kristy to send the Yoga ad to Cathy for the Winter Newsletter.

Child & Youth Indoor Coordinator, Monica – Not present.

- Cinthia reported that Monica is planning to run in-person Dance in the winter. Registration will start mid-January, with a tentative start date of the beginning of February. If this needs to be pushed back due to restrictions from the government, she will extend the season, rather than offer refunds for a shorter season.

Daytime Indoor Coordinator, Vacant

Youth Soccer Coordinators, Krista & Myra

- Krista and Myra are planning to run outdoor Youth Soccer in the spring. Krista will submit information to Cathy for the Newsletter.

ACTION ITEM: Krista to submit outdoor Youth Soccer information to Cathy for the Winter Newsletter.

Kinder Soccer, Vacant

- Cinthia reported that she is planning to run in-person Kinder Soccer in the winter. She will have the same registration plans as Child & Youth programs (see above).

Rink Coordinator, Booker

- Booker submitted an application for the Take it Outside Micro-Grant, which is offered to Community Associations on a first come first serve basis. If we are approved for the grant, he would like to purchase a power sweeper, which costs approximately \$1,000. Barb noted that we get 50% of our rink expenses back, plus a portion of power, so we could afford the power sweeper even if we aren't approved for the Micro-Grant. If storage is an issue, we may need to lock our hockey nets outside the rink shed.
- Discussion about leaving the hockey nets on the ice. The nets were on the ice at the beginning of the season, then removed after direction from the city, but are now back on again after the city stated that the decision is fully up to Community Associations. The feedback from the community has been that the rink is the one place people can go to feel like there is a little bit of normal, so it was decided that the hockey nets will remain on the ice.
- Family Skating will need two supervisors this winter. All skaters must leave their name and contact information with the supervisors, which will be recorded and kept in a duotang located in the rink shed. If the temperature is colder than -25 degrees with the windchill, supervision will be cancelled. If family skaters haven't arrived after 45 minutes, supervisors are allowed to leave. There will be no sticks or pucks allowed on the ice during Family Skate times, and we won't be able to loan out our skate supports as we have done in the past. We will need to include all of this information on the website and Facebook page, so the community is aware of the protocols before attending.
- When a board member goes to the rink and/or rink shed, they must put their name in the duotang, and sanitize any areas that have been touched (doorknobs, shovels, etc.).

ACTION ITEM: Cathy and Kristy to post Family Skate supervision schedule to Dropbox.

ACTION ITEM: All board members to sign up for 4 Family Skate supervision shifts by December 19th.

ACTION ITEM: Kristy to post Family Skate information to the website and Facebook page.

Allocations Coordinator, Vacant

Online Registration/Membership Coordinator, Kelly

- Kelly reported that online Yoga is set up for registration. Once Cinthia and Monica have decided on the date to open registration for Child & Youth Programs and Kinder Soccer, she will open those up as well.

7. Community Consultant Report, Kevin

- The Community Consultant Report was emailed prior to the meeting and was briefly reviewed during the meeting.
- Kevin thanked Booker, Chad and Cinthia for getting the community rink up and running for the winter season. He apologized on the city's behalf for the confusion regarding hockey nets being allowed on the ice. The city recommends that we don't have them on the ice, however, the decision

is fully up to the Community Association. As long as all of the proper signage is up, and all the protocols are being followed, the HVCA doesn't need to worry about liability. He was at the rink the other day, and noted that it was well used by skaters.

- Reported that Jan is confirmed to be at her other position until at least March. The city will be getting another Community Consultant so there may be some staff reshuffling, but Kevin hopes to remain with Hampton Village until Jan returns.
- Discussion on the Community Levy for the recreation buildings. It is currently out for tender, which closes on December 21st. Once the tender is closed, they should have a better idea on what the buildings will look like. Due to budget restraints, COVID-19 restrictions, and since the two main users of the buildings will be the Summer Playground Program and the HVCA, the project leads decided not to hold a formal Community Consultation. It is listed under 'Park Projects' on the City of Saskatoon website, if anyone is interested or has any questions. There will be two electricity meters on the HVCA building, one for the city to pay, and one for the HVCA to pay. All water will be paid by the city.
- The school boards sent out an email stating that they won't be allowing rentals in their facilities for the winter. Cathy brought it to Kevin's attention that it appears the Community Resource Room has been used, even though it is supposed to be closed.
- Discussion about winter programming. If we are offering any programs, and want it listed on the city's website, we need to submit the information to Kevin by January 4th, 2021.
- Kelly asked about Bootcamp and Ball Hockey instructors. Kevin will follow up with Denise, the instructor lead for the city, and have her get back to Kelly.
- The cost of our Zoom subscription will be fully subsidized by the city. Deadline for submission is December 15th. Kevin emailed the claim sheet to Barb during the meeting, and she will submit it to him for reimbursement.

ACTION ITEM: Kristy to submit winter program information to Kevin by January 4th, 2021.

ACTION ITEM: Kevin to have the city's instructor lead contact Kelly.

ACTION ITEM: Barb to submit the Zoom subscription subsidy claim to Kevin by December 15th.

8. Special Events

Cinema Under the Stars

- Discussion regarding whether we should be planning a scaled back event in September, or whether we should wait postpone until 2022. Barb already paid the screen rental deposit to Armed with Harmony for September 11, 2021. Dave will contact them to see if we can extend the rental to September 2022. If they won't extend the date, it was suggested that we could approach Save on Foods in Kensington about co-hosting a parking lot/drive-in movie at their location.

ACTION ITEM: Dave to contact Armed with Harmony to inquire about postponing our screen rental to 2022.

9. New Business

Hampton Free Methodist Church

- Robert provided an update on church services, which are exclusively online at this time. They will be recording a Christmas Eve service and asked if the HVCA could post the link to Facebook.
- The HFMC will be providing a Christmas Hamper this year.

- Cinthia and Monica will be in touch with the church once it has been decided which programs we will be offering in the winter.

Community Engagement

- Our primary modes of communication are through Facebook, the website, and Newsletter.
- We discussed different options for staying engaged with the community during this time.
- We decided to do a ‘Winter Lights’ competition, where residents can comment their address on our Facebook post for a chance to win a gift card. Dave will contact local businesses to see if they are willing to donate a gift card or prize. Deb will also make a donation on behalf of his realty company.

ACTION ITEM: Dave to contact local businesses for a gift card donation for the ‘Winter Lights’ competition.

Vacant Positions

- President: Dave has expressed interest in putting his name forward for the President position. Cinthia will meet with him to further discuss the role before January’s meeting. If the President position remains vacant, we will need to split up the duties between board members.
- Adult Program Coordinator: Kelly will look for a Bootcamp instructor. Cinthia noted that this position can be divided up, just fitness, just rec, etc.
- Allocations: Min has expressed interest in putting her name forward for the Allocations position. Kristy will meet with her to discuss the role before January’s meeting.

ACTION ITEM: Cinthia to meet with Dave to discuss the President position.

ACTION ITEM: Kristy to meet with Min to discuss the Allocations position.

New Board Member

- Deb is interested in volunteering with the community, and would like to join our board as a Member at Large. The only Member at Large position that is open is #3, which is a 2 year term.

Motion: To elect Kamanashis Deb to Member at Large #3.		
Moved by: Cathy	Seconded by: Barb	ELECTED BY ACCLAMATION.

ACTION ITEM: Kristy to file a Change of Directors with ISC.

Motion to adjourn at 8:42 pm.

NEXT MEETING:

Wednesday, January 13th, 2021 at 7:00 pm (Zoom)

ACTION ITEMS:

New Action Items Arising from Meeting:

	Action	Person Responsible	Status/Complete By
1	Kristy to update who has access to Dropbox.	Kristy	ASAP
2	Cathy to email the Winter Newsletter to Ernest Lindner & St. Lorenzo School secretaries.	Cathy	December 18th, 2020.

3	Kristy to send the Yoga ad to Cathy for the Winter Newsletter.	Kristy	ASAP
4	Krista to submit outdoor Youth Soccer information to Cathy for the Winter Newsletter.	Krista	ASAP
5	Cathy and Kristy to post Family Skate supervision schedule to Dropbox.	Cathy & Kristy	ASAP
6	All board members to sign up for 4 Family Skate supervision shifts by December 19th.	Everyone	December 19th, 2020.
7	Kristy to post Family Skate information to the website and Facebook page.	Kristy	ASAP
8	Dave to contact Armed with Harmony to inquire about postponing our screen rental to 2022.	Dave	ASAP
9	Dave to contact local businesses for a gift card donation for the 'Winter Lights' competition.	Dave	ASAP
10	Cinthia to meet with Dave to discuss the President position.	Cinthia & Dave	January 13th, 2021.
11	Kristy to meet with Min to discuss the Allocations position.	Kristy & Min	January 13th, 2021.
12	Kristy to file a Change of Directors with ISC.	Kristy	ASAP

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	Booker to look into moving the rink power underground, move the direction of the lights, and sell our old rink lights.	Booker	Ongoing (Pending Community Levy Meeting outcome)
3	Dave to submit a Christmas Hampers write up for Kristy to post to the website.	Dave	Fall 2021
4	Kristy and Jan to work on a proposal for serverly access.	Kristy & Jan	Ongoing
5	Cinthia to contact Girl Guides regarding a donation for park clean up.	Cinthia	Ongoing

Completed Action Items from Previous Meeting:

	Action	Person Responsible	Status/Complete By
1	Kelly to contact Apparatus to ask if they will offer a reduction in their fees.	Kelly	Remove from list
2	Cinthia to deliver PPE to the rink shed.	Cinthia	Complete
3	Barb to purchase two \$50 gift cards from local businesses for AGM door prizes.	Barb	Complete
4	Kristen to look into getting two Family Skate signs made for the rink.	Kristen	Complete
5	Kristy to submit Winter Luau PIES to the board.	Kristy	Complete
6	Booker to ask Chad for his resignation from the board.	Booker	Complete