



**Monthly Board Meeting (Online)
Wednesday, January 13th, 2021, 7:00 pm
Minutes**

ATTENDANCE:

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

QUORUM REACHED

SUMMARY:

The meeting was called to order at 7:03 pm.

1. Review & Adoption of Agenda

Motion: To approve the Agenda, as amended.		
Moved by: Dave	Seconded by: Deb	MOTION CARRIED

2. Review & Adoption of Past Meeting Minutes

- The December 9th, 2020 Minutes were emailed to the board prior to the meeting and were briefly reviewed during the meeting. A minor revision was made.

Motion: To approve the December 9th, 2020 Minutes, as amended.		
Moved by: Kelly	Seconded by: Barb	MOTION CARRIED

3. Business Arising from the Minutes

- Reviewed Action Items.
- Family Skate supervision: Deb will email Kristy the shifts that he is able to sign up for. Reann is currently unable to work any shifts at this time, but will re-evaluate in a month or two.
- Kelly will stay in contact with Deb and Krista regarding them purchasing their memberships.

- Dave contacted Armed with Harmony to ask about a refund on our screen rental. They gave us two options: we can save the deposit for a screen rental in 2022, or we can get a full refund now. It was decided that we will get a full refund now, and will start fresh next year.

ACTION ITEM: Dave to contact Armed with Harmony to proceed with getting a refund on our screen rental.

4. Correspondence

- Cathy received an email from Troy Davies, who expressed his thanks to the HVCA for the amount of time that the board puts into the community throughout the year.

5. Executive Reports

President, Vacant

- Cinthia emailed the President's Report to the board prior to the meeting (see attached) and was briefly reviewed during the meeting.
- Cinthia reminded board members that when they are doing Family Skating supervision, they are to document everyone's first name and phone number in the duotang located in the shed, and the shed must be locked at the end of the shift.

Vice President, Reann – Nothing to report.

Treasurer, Barb

- Reported that the city has given us a \$350 grant, which we can use to add benches to our rink. Booker is looking into either building new benches or purchasing a picnic table.

Secretary, Kristy – Nothing to report.

6. Coordinator Reports

Communications, Cathy

- The Communications Coordinator Report was emailed to the board prior to the meeting (see attached) and was briefly reviewed during the meeting.
- The Spring Newsletter submission deadline is March 30th. In the past, this date was chosen to coincide with the Annual BBQ information being sent out to residents. This year, since the Annual BBQ is cancelled, the submission date will be a soft deadline.
- There was a discussion regarding whether this edition should be a printed copy, or a digital copy. Since we have already distributed one printed copy during this fiscal year, it was decided that the Spring edition will be a digital copy only.

Adult Indoor Coordinator, Vacant

- Kelly reported on her search for a new Bootcamp instructor. She was given the contact information for five people, two of which replied. One instructor is unavailable on Thursdays, which is one of the days we would like to run Bootcamp. The other instructor, Jolene Palmer, is available for both Tuesdays and Thursdays, and can start in February. Jolene is SPRA certified, has 15 years experience running both indoor and outdoor classes, has worked with the Pacific Heights Community Association, and is currently a practicing Chiropractor in Saskatoon. While our Bootcamp classes are

online, she would like to run them from 6:30-7:30 pm. However, once the schools allow rentals again, she is available to run the classes from 7:00-8:00 pm. Cinthia noted that when figuring out the cost of this class, we will need to consider the discount that we offered when the Winter 2020 Bootcamp classes were cancelled.

- Cinthia has coordinated the upcoming Yoga classes, which will start on January 18th. Kelly will send the registration information to Cinthia, so she can pass the class list on to the instructor.

Child & Youth Indoor Coordinator, Monica – Not present.

- Cinthia reported that Monica is confident she will be able to start her programs at the beginning of February, even with the current restrictions in place.

Daytime Indoor Coordinator, Vacant

Youth Soccer Coordinators, Krista & Myra – Nothing to report.

Kinder Soccer, Vacant

- Cinthia reported that the current restrictions likely will not be lifted by February 1st, so she has decided to run a shortened 6 week Kinder Soccer season, starting after the February break.
- Cinthia submitted the park booking application but noted that the date on the city’s website says 2020. Kevin will follow up with Lindsay, who takes care of all of the park bookings, to confirm that they are accepting applications.

ACTION ITEM: Kevin to let Cinthia know if the city is accepting park booking applications.

Rink Coordinator, Booker – Not present.

- The Rink Coordinator Report was emailed to the board prior to the meeting (see attached) and was briefly reviewed during the meeting.
- Booker purchased a power sweeper for the rink, so this purchase needs to be ratified. The city will issue payment directly to the HVCA, so Booker will need to be reimbursed for this expense.

Motion: To approve the purchase of a power sweeper for the rink, which cost \$1,000.		
Moved by: Cinthia	Seconded by: Cathy	MOTION CARRIED

Allocations Coordinator, Vacant

- Kristy reported that the list of programs we are offering for the upcoming season have been submitted to Kevin for the city’s online Leisure Guide, and have also been posted to our website.
- Kristy will also work on advertising some of the new programs we will be offering at the HFMC (Salsa, Beginner Spanish).

Online Registration/Membership Coordinator, Kelly

- Kelly reported there was an issue with our membership list, but the issue has now been fixed.
- Online Registration for Yoga has opened, and 7 people have registered so far.

7. Community Consultant Report, Kevin

- The Community Consultant Report was emailed to the board prior to the meeting and was briefly reviewed during the meeting.

- The Annual Grants are due in April, so in February/March he will send us a list of the required documents that will need to be submitted to him.
- The tender for the rink amenity building closed on December 21st. Kevin will ask for an update from Mark Campbell, the lead for the city’s open space development team. Since one of the new buildings will be on the footprint of our existing rink shed, we will need to decide what to do with this building. Kevin will send an email to the group of Community Consultants to ask if any of their Community Associations would be interested in purchasing our existing shed.

ACTION ITEM: Kevin to ask if any other Community Associations would be interested in our rink shed.
 ACTION ITEM: Add ‘Rink Shed Discussion’ to February’s Agenda.

8. Special Events

Winter Lights Contest

- Kristen reported that the contest was a fun way to engage the community, and the winner of the \$50 gift card was very thankful. Deb donated two \$50 gift cards for this contest, only one of which was given away as a prize. Kristen will hold the other gift card for any future contests we may have.

Annual BBQ/Cinema Under the Stars

- Public Health has stated that public gathering restrictions will likely be in place until September. It was decided that we will wait until 2022 to host the Annual BBQ and Cinema Under the Stars.

9. New Business

President Election

- Cinthia met with Dave to discuss the President’s roles and responsibilities, and he would like to put his name forward for this position. Since this an intense position, he will not be able to lead Cinema Under the Stars, so this project will need to be taken on by someone else.
- Dave stated that since we did not have an orientation this year, he will be in touch with everyone to start the process of building teams within the board.

Motion: To elect Dave to the President position, effective immediately.		
Moved by: Reann	Seconded by: Kelly	ELECTED BY ACCLAMATION

Allocations Coordinator Election

- Kristy put together a document for Min containing information regarding our school bookings, the history of our programming, history of the school, etc., and Min would like to put her name forward for this position.
- Once the school allows bookings again, Kristy will sit down with Min to go over the booking process.

Motion: To elect Min to the Allocations Coordinator position, effective immediately.		
Moved by: Cinthia	Seconded by: Deb	ELECTED BY ACCLAMATION

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

Spring Clean Up

- There was a discussion about whether we should start planning a socially distant Spring garbage clean up event. Kevin noted that the city hosts a 'Community Clean Up', in collaboration with Environmental Services, the Saskatoon Fire Department, etc. They supply garbage bins, garbage bags, gloves, picker sticks, and then remove the garbage bins at no charge. There will be a planning session in February/March to go over how everything will work with COVID restrictions in place. At this time, Kevin is unsure of the date of this event. However, he will send out more information in his February report.
- Cathy noted that if we are going to proceed with hosting this event, the information should be submitted in time for the Spring Newsletter. If we are still unsure of the date, she will put a generic message stating to watch our website and social media for details.

ACTION ITEM: Add 'Spring Clean Up Discussion' to February's Agenda.

Hampton Free Methodist Church

- Robert reported that church services are still being held online.
- The church is holding a virtual bottle drive through Sarcan's 'Drop & Go' program. People can donate by choosing "Own Our Church" as the charity group name. They have already raised approximately \$3,000 through this program.
- The HFMC Preschool is running smoothly, will all COVID protocols in place.

Motion to adjourn at 8:11 pm.

NEXT MEETING:

Wednesday, February 10th, 2021 at 7:00 pm (Zoom)

ACTION ITEMS:

New Action Items Arising from Meeting:

	Action	Person Responsible	Status/Complete By
1	Dave to contact Armed with Harmony to proceed with getting a refund on our screen rental.	Dave	ASAP
2	Kevin to let Cinthia know if the city is accepting park booking applications.	Kevin	ASAP
3	Kevin to ask if any other Community Associations would be interested in our rink shed.	Kevin	ASAP
4	Add the following to February's Agenda: <ul style="list-style-type: none">• 'Rink Shed Discussion'• 'Spring Clean Up Discussion'	Kristy	February
5	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	Kristy to update who has access to Dropbox.	Kristy	Complete
2	Cathy to email the Winter Newsletter to Ernest Lindner & St. Lorenzo School secretaries.	Cathy	Complete
3	Kristy to send the Yoga ad to Cathy for the Winter Newsletter.	Kristy	Complete
4	Krista to submit outdoor Youth Soccer information to Cathy for the Winter Newsletter.	Krista	Complete
5	Cathy and Kristy to post Family Skate supervision schedule to Dropbox.	Cathy & Kristy	Complete
6	All board members to sign up for 4 Family Skate supervision shifts by December 19th.	Everyone	Complete
7	Kristy to post Family Skate information to the website and Facebook page.	Kristy	Complete
8	Dave to contact Armed with Harmony to inquire about postponing our screen rental to 2022.	Dave	Complete
9	Dave to contact local businesses for a gift card donation for the 'Winter Lights' competition.	Dave	No longer necessary – Removed from list
10	Cinthia to meet with Dave to discuss the President position.	Cinthia & Dave	Complete
11	Kristy to meet with Min to discuss the Allocations position.	Kristy & Min	Complete
12	Kristy to file a Change of Directors with ISC.	Kristy	Complete

President's Report

- Review family skate guidelines
 - COVID skate signs have all blown away or been ripped down
 - December minutes (rink coordinator, 3rd bullet) should read HVCA skate aids.
 - Confusion over city subsidy for COVID related expenses
 - Sent in Kinder Soccer parks request
 - Passed Corey's (retired community member) name onto Booker. Corey is interested in helping with rink maintenance (shoveling, scraping, ice repair).
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Communication Coordinator Report

What I did:

- Winter newsletter prepared by December 16th.
- Emailed to E. Linder and St. Lorenzo Schools for distribution by their email lists.
- Only had 2 paid advertisements in the newsletter. Advertisers were invoiced. Barb notified. Have had expressions of interest for upcoming newsletter.
- Changed the sign twice. Once to wish the community a Merry Christmas and currently to advertise online registration on January 17th.

What needs to be done?

- Confirm our standard Spring newsletter submission date of March 30th.
 - Determine whether Spring Edition should be digital or printed copy.
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Rink Coordinator Report

I'm working out of town Weds-Fri this week so I won't be able to attend the meeting. Here's a few highlights from the past month for the rink:

- Lots of people enjoying the rink which is good, lots of good weather
- Covid signs were ripped down (we found a few in the garbage) by someone, we can put up more if needed
- We bought a power sweeper Jan.10th and tried it out, it works really well – ice ends up "Zamboni" clean haha
- I sent in the expense report to the city for reimbursement Jan.11th for the power sweeper - I bought it with my VISA, so I assume they'll either send a cheque to me or HVCA.
- City approved \$350 grant for bench improvements, money is in HVCA account now – we were thinking of extending the benches and maybe buying a picnic table, I'm open to suggestions there
- Corey helped Chad and I with scraping, crack repair, etc. on Jan.10th. I'll get him to come help us out more, as he sounds interested and has time to help.