



**Monthly Board Meeting (Online)**  
**Wednesday, December 8<sup>th</sup>, 2021, 7:00 pm**  
**Minutes**

**ATTENDANCE:**

Present Board Members (14):	<ul style="list-style-type: none"> <li>• Clifton, Chair</li> <li>• Barb</li> <li>• Cathy</li> <li>• Erin</li> <li>• Min</li> <li>• Booker</li> <li>• Kathleen</li> </ul>	<ul style="list-style-type: none"> <li>• Krista</li> <li>• Myra</li> <li>• Kristen</li> <li>• Windel</li> <li>• Jess</li> <li>• Clara</li> <li>• Kristy, Minute Taker</li> </ul>
Absent Board Members (6):	<ul style="list-style-type: none"> <li>• Rajiv</li> <li>• Morgan</li> <li>• Hillary</li> </ul>	<ul style="list-style-type: none"> <li>• Deb</li> <li>• Kim</li> <li>• Cinthia</li> </ul>
Other Attendees (3):	<ul style="list-style-type: none"> <li>• Cst. Jeff Nachtegaele, SPS Community Liaison Officer</li> <li>• Robert, HFMC Liaison</li> <li>• Jan, Community Consultant</li> </ul>	

QUORUM REACHED

**SUMMARY:**

The meeting was called to order at 7:09 pm.

**1. Review & Adoption of Agenda**

Motion: To approve the Agenda, as amended.		
Moved by: Cathy	Seconded by: Barb	MOTION CARRIED

**2. Speaker: Saskatoon Police Community Liaison, Cst. Jeff Nachtegaele**

- Constable Nachtegaele is the Community Liaison Officer for the North-West division of Saskatoon, which includes 34 other Community Associations. He provided a 5-year comparison on the crime stats for Hampton Village. There are some areas of concern, specifically vehicle theft and theft from vehicle, however, the stats are relatively low for our community, so it doesn't take a lot for the numbers to fluctuate.
- The most up-to-date crime map can also be found on the Saskatoon Police Service website.
- Encouraged everyone to report any suspicious activity or crime either online or by calling the non-emergency line, as long as it isn't an active crime or there is a known suspect. If an officer is unable to attend the call, they still track data and will increase patrol in the area if there is an increase in criminal activity.

### 3. Review & Adoption of Past Meeting Minutes

- The November 8<sup>th</sup>, 2021 Minutes were emailed to the board prior to the meeting, and were briefly reviewed during the meeting.

Motion: To approve the November 8 <sup>th</sup> , 2021 Minutes, as amended.		
Moved by: Cathy	Seconded by: Clara	MOTION CARRIED

### 4. Business Arising from the Minutes

- Reviewed Action Items.

### 5. Correspondence

- Troy Davies emailed to let us know that he has partnered with Canadian Tire to donate a snow blower to each of the communities in Ward 4, as part of a winter strategy to promote kids getting outside and back to outdoor rinks to have fun and exercise. Since we already have a snow blower, this gives us the option to either have two going after a major snow fall or sell the old and use the funds elsewhere. It was decided that we will keep both snow blowers. Kristy will ask if Troy can hold off on delivering the snow blower until we have access to our Rink Amenity Building.
- One Small Step reached out to Cathy to ask if they could place an ad in our Newsletter and/or Facebook page. There was a discussion about this organization and whether allowing them to advertise would align with our Advertising Policy. Since they missed the deadline for the Winter Newsletter, it was decided that we will post their ad on our Facebook page.

*ACTION ITEM:* Kristy to contact Troy Davies regarding the snow blower delivery.

*ACTION ITEM:* Cathy or Kristy to post One Small Step ad on our Facebook page.

### 6. Executive Reports

**President, Rajiv** – Not present, no report submitted.

**Vice President, Clifton** – Nothing to report.

**Treasurer, Barb** – Nothing to report.

#### Secretary, Kristy

- Followed up to see what email provide other Community Associations in Saskatoon are using and discovered that we can apply for free access with both Google and Microsoft since we are a registered non-profit. Our Webmaster, Brent, filed the applications for us with both companies. We have been approved with Google but are still waiting to hear back from Microsoft. There was a discussion about which of the two companies would be preferable, and we agreed that it is Microsoft

Motion: To proceed with switching our email provider to Microsoft, pending approval of our application for free access.		
Moved by: Barb	Seconded by: Myra	MOTION CARRIED

### 7. Coordinator Reports

**Communications, Cathy**

- The Communications Coordinator Report (attached) was emailed prior to the meeting. No questions arose.

**Adult Indoor Coordinator, Morgan** – Not present, no report submitted.

**Child & Youth Indoor Coordinator, Hillary** – Not present.

- The Child & Youth Coordinator Report (attached) was emailed prior to the meeting. No questions arose.

**Daytime Indoor Coordinator, Vacant**

- Cathy and Barb reported that Cards, Games & Coffee will have a social for their last program date of the season. Will purchase boxed lunches from Subway and socially distance while they eat. This program ran revenue neutral.

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

**Kinder Soccer, Kathleen**

- Registration for the upcoming winter season has opened. Erin will send the class lists out to Kathleen once more people have registered.

**Rink Coordinator, Booker**

- The Rink Coordinator Report (attached) was emailed prior to the meeting and was briefly reviewed during the meeting. Since Booker and Chad completed the rink fencing repairs themselves, it was decided that we would purchase gift cards for them to have a pizza party as a show of our appreciation. In the spring, Booker will reach out to Nordic Fence again to ask for another quote.

Motion: To spend \$200 for Booker and Chad to have a pizza party.		
Moved by: Cathy	Seconded by: Barb	MOTION CARRIED

**Allocations Coordinator, Min** – Nothing to report.

**Online Registration/Membership Coordinator, Erin**

- Online registration has opened for the winter programs. Will need to know the closing dates for each of the programs, so she will reach out to each of the Coordinators in the next few weeks.

**8. Community Consultant Report, Jan**

- The Community Consultant Report was emailed to the board prior to the meeting and was reviewed during the meeting.
- There were several Community Associations who signed up to have a ski trail in their neighbourhood, so unfortunately not everyone will get one this season. There needs to be a minimum of 30cm of snow before the Parks department can start laying the trails, so that will give them enough time to determine where the trails will go.
- There was a discussion regarding the Rink Amenity Building (see New Business).

**9. Special Events**

### **HFMC Pies**

- Cathy, Clara and Barb participated in the HFMC pie making week.
- Kristy contacted both St. Lorenzo and Ernest Lindner School Principals regarding the 20 pies that we would like to donate in partnership with the HFMC. Maria, the St. Lorenzo Principal, said that she could identify around 8 families in need that we could donate a pie to. Todd, the Ernest Lindner Principal, said they are unable to accept anything homemade, due to their COVID protocols.
- That leaves us with 12 pies that we can donate to people in the community. A “Nominate a Neighbour” post has been shared on our Facebook page asking if there is anyone in the community that would like to nominate a neighbour whom could use some extra cheer.

### **Community Clean-up**

- Since this is our next event, a committee will need to be established as the time gets closer. Jan said that the city will reach out to Community Associations in February to establish dates for each neighbourhood.

### **Annual BBQ & Community Garage Sale**

- Date: Cathy put the date change in our Winter Newsletter, and Kristy updated the website.
- Windel is leaning towards outsourcing the BBQ. Jan suggested looking into our local Girl Guides or Boy Scouts. Windel and Kristy will meet to discuss the direction of the BBQ for this year.

*ACTION ITEM:* Windel and Kristy to meet to discuss BBQ & Community Garage Sale.

## **10. New Business**

### **Rink Amenity Building**

- Jan reported that the Rink Amenity Building and Spray Park Building were delivered to Al Anderson Park on Thursday, November 25<sup>th</sup>. The water is hooked up, but the electricity is not – which means the water can't be turned on. The bathrooms will likely not be ready for the winter.
- Access Agreement: The Facilities department has not yet finalized the policy. Jan will ask if we can have a keypad installed, rather than a key. She will also ask whether there are built in benches in the warm-up area, and whether there is flooring that will withstand skates.
- The tentative date that we will have access to the building is December 21<sup>st</sup>. Once we have access to the building, it will take approximately 10 floods before the ice is ready.
- COVID Policy: the only COVID policy the city currently has for their facilities is to hand sanitize and wear a mask, but there is nothing limiting the number of people in a space.

*ACTION ITEM:* Jan to contact the Facilities department to ask about the Rink Amenity Building benches, flooring, and bathroom keypad.

The meeting was adjourned at 9:01 pm.

### **NEXT MEETING:**

The next meeting will be held online on Wednesday, February 9<sup>th</sup>, 2022, at 7:00 pm.

## **ACTION ITEMS:**

### **New Action Items Arising from Meeting:**

	Action	Person Responsible	Status/Complete By
1	Kristy to contact Troy Davies regarding the snow blower delivery.	Kristy	ASAP
2	Cathy or Kristy to post One Small Step ad on our Facebook page.	Cathy/Kristy	ASAP
3	Windel and Kristy to meet to discuss BBQ & Community Garage Sale.	Windel/Kristy	ASAP
4	Jan to contact the Facilities department to ask about the Rink Amenity Building benches, flooring, and bathroom keypad.	Jan	ASAP

### **Carried over Action Items from Previous Meetings:**

	Action	Person Responsible	Status/Complete By
1	Kristy to share Principal check-in meeting notes to Dropbox.	Kristy	ASAP
2	Kristy and Jan to work on revising Bylaws: <ul style="list-style-type: none"><li>• How many people should have signing authority,</li><li>• Being bondable,</li><li>• Language around “Non-Resident Members”,</li><li>• Changing board positions during an election at our AGM.</li></ul>	Kristy & Jan	Ongoing
3	Kristy to give a school key to Kathleen.	Kristy	ASAP
4	Barb to set up a contract with SIFMC Youth Works for maintaining our rink during the summer.	Barb	ASAP
5	All Board Members to sign up for at least three Supervised Family Skating Supervision shifts.	Everyone	ASAP
6	Jan to send a “shared key agreement” template.	Jan	ASAP
8	Booker to look into moving the rink power underground, move the direction of the lights, and sell our old rink lights.	Booker/Kevin	Ongoing
9	Kristy and Jan to work on a proposal for serverly access.	Kristy & Jan	Ongoing

### **Completed/Removed Action Items from Previous Meeting:**

	Action	Person Responsible	Status/Complete By
1	Kristy to research what email providers other Community Associations are using.	Kristy	Done
2	Kristy to file Change of Directors with ISC.	Kristy	Done
3	Booker to review specs/drawings from Nordic, and to obtain a second quote, for rink fence repair.	Booker	Removed from list
4	Kristy to post a question on Facebook asking the community which park they’d like to see a Ski Trail.	Kristy	Done
5	Hillary to send a Floor Hockey instructor blurb to Jan.	Hillary	Removed from list
6	Kristy to update our refund policy on the HVCA website and Online Registration page.	Kristy	Done

7	Kristy to approach the school Principals regarding the pie donation.	Kristy	Done
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### **Communications Coordinator Report, Cathy**

- Took photos during building installations.
  - Changed sign to advertise winter program registration.
  - Prepared newsletter.
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### **Child & Youth Coordinator Report, Hillary**

- Making Music and Dance classes are finished. Basketball and Cheer will be done the week of December 17.
  - 2 out of 4 of our coaches have filled out the instructor survey.
  - A few parents have completed the participant survey: general consensus is the programs were satisfactory and our community kids had fun! There were some recommendations for future programs including bringing floor hockey back and offering a baking class. There was also the request that our Preschool Dance class be less ballet and more about movement - something that will be discussed with Laura (our coach) to brainstorm ideas.
  - We have a new Cheer coach! Her name is Angela Luther. She is a Hampton Village resident whose full time job is a Realtor and part time hair stylist. Angela has great ideas and brings a wealth of experience to our cheer classes including cheer competitions on a national level! I am excited to see what kind of energy she will bring to our community association.
  - Final participant reports will be ready for our Jan. meeting as Child and Youth programs aren't finished yet.
  - I elected to not go ahead with Floor Hockey for our Winter 2022 season. I am still working on securing a coach and will try for Spring or Fall 2022.
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### **Rink Coordinator Report, Booker**

- Pricing for the fence/mesh repair was high, so Chad and I started fixing the fence ourselves. We have the south side complete and will start on the north side the weekend of Dec.4<sup>th</sup>.
- Our fix isn't quite like new, but it's close (people can walk by the rink and judge for themselves)
- Depending on how the fence repairs work, I can seek out pricing to replace the north and south ends of the rink in the spring 2022, I anticipate better pricing with more notice and having work performed in warmer weather
- There will be some minor costs for materials (\$100-\$200), maybe pizza and case of beer for Booker and Chad?