



Hampton Village
COMMUNITY ASSOCIATION

Monthly Board Meeting (Online)
Wednesday, April 13th, 2022, 7:00 pm
Minutes

ATTENDANCE:

Present Board Members (13):	<ul style="list-style-type: none"> • Cathy, Chair • Barb • Erin • Booker • Morgan • Kathleen • Myra 	<ul style="list-style-type: none"> • Kristen • Deb • Jess • Clara • Cinthia • Kristy, Minute Taker
Absent Board Members (6):	<ul style="list-style-type: none"> • Clifton • Min • Hillary 	<ul style="list-style-type: none"> • Krista • Kim • Windel
Other Attendees (1):	<ul style="list-style-type: none"> • Robert, HFMC Liaison 	

QUORUM REACHED

SUMMARY:

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

1. Review & Adoption of Agenda

Motion: To approve the Agenda, as presented.		
Moved by: Deb	Seconded by: Kathleen	MOTION CARRIED

2. Review & Adoption of Past Meeting Minutes

- The March 9th, 2022 Minutes were emailed to the board prior to the meeting, and were briefly reviewed during the meeting.

Motion: To approve the March 9 th , 2022 Minutes, as presented.		
Moved by: Morgan	Seconded by: Clara	MOTION CARRIED

3. Business Arising from the Minutes

- Reviewed and updated Action Items.

4. Correspondence

- Nothing to report.

5. Executive Reports

President, Vacant

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

Treasurer, Barb – Nothing to report.

Secretary, Kristy – Nothing to report.

6. Coordinator Reports

Communications, Cathy

- The Communications Coordinator Report (attached) was emailed to the board prior to the meeting and briefly reviewed during the meeting.

Adult Indoor Coordinator, Morgan

- Working on a report for the winter programs.
- Registration is open for the Card Making Class at the Hampton Free Methodist Church on Saturday, May 14th. So far only 3 people have signed up, but there is room for 12. Since people will be bringing in their own supplies, there isn't a minimum number of registrations for this class to run.
- Cathy suggested Morgan look into running a "Learn to Sew" class in the fall.

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

Daytime Indoor Coordinator, Vacant

- Cathy reported that everything is running well for Cards, Games & Coffee. Participation has been down slightly over the past month due to COVID; however, everyone is still enjoying the program.

Youth Soccer Coordinators, Krista & Myra

- Myra reported that there are a total of 8 teams formed for the outdoor season, which will start on May 2nd. They are still looking for coaches for 2 of the teams.
- There was a discussion about how to find volunteer soccer coaches. Currently we offer a discount on the fees in addition to an honorarium at the end of the season. In the past, Myra looked into hiring students from a few high schools and the U of S, however, there wasn't any interest.
- The SYSI fees are quite high, so Krista and Myra are looking into potentially switching to running their own Youth Soccer program without SYSI.

Kinder Soccer, Kathleen

- The Winter 2022 Kinder Soccer Report (attached) was emailed to the board prior to the meeting and briefly reviewed during the meeting.
- There are 8 teams registered for the outdoor season, which will start on May 5th. There are still a few teams that will need coaches, so Kathleen is working on an incentive for people to volunteer.

Rink Coordinator, Booker

- Working on the Annual Grant with Barb, which is due at the end of the month. Since we didn't have an operational rink this past winter, they are using the previous year's numbers as a comparison.

Allocations Coordinator, Min – Not present, no report submitted.

Online Registration/Membership Coordinator, Erin – Nothing to report.

7. Community Consultant Report, Jan – Not present.

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

8. Special Events

Jane’s Walk

- Cathy and Kristy met to discuss the route for this year’s virtual walk.
- Cathy has been working with the library and the City of Saskatoon Archivist to gather information on the namesakes of the streets in Hampton Village.
- Once all the information is compiled and put into a PowerPoint, it will be converted to a YouTube video then shared on both the Jane’s Walk and HVCA websites.

Theatre in the Park

- Cathy included the Theatre in the Park ad in the Spring HVCA Newsletter. Mackenzie from Sum Theatre will send the updated graphic to Cathy when it’s available so we can share it on our Facebook page and website.
- The Girl Guides will have a table set up to sell cookies at the event.

Community Clean-up

- The date for the Community Clean-up has been set for Saturday, May 14th from 10 am – 1 pm.
- This year the Girl Guides have offered to clean up three of our parks and have asked for a donation of \$250. It was decided that we will go ahead with the donation for this year and then re-evaluate whether we’d like to continue with a donation for cleaning our parks next year.

Motion: To donate \$250 to the Girl Guides in exchange for them cleaning three Hampton Village parks during the Community Clean-up.		
Moved by: Kristy	Seconded by: Booker	MOTION CARRIED

Community Garage Sale & BBQ

- The Hampton Free Methodist Church will have tables available for people in the community that live in condos or townhouses and might not have the space to host their own garage sale. Morgan will be the contact for people to book a table.
- The HFMC will also have their own table set up, as they are looking to do some fundraising.

Cinema Under the Stars

- The preferred dates for this event are September 10th, September 17th, and August 28th.
- Barb will contact Kim to ask what information he needs from the board to proceed with booking Armed with Harmony.

ACTION ITEM: Barb to contact Kim regarding booking Armed with Harmony.

9. Old Business

Rink Amenity Building

- Booker reported that Jan hasn't connected with him to do a walk through of the building yet. He noted that there is a lot of settling around the building, so there will still need to be some grading work done.
- Cathy and Clara noticed that there was water around the building that wasn't draining, and Jan confirmed that the drain was blocked and contacted the city to have it fixed.

10. New Business

Online Registration System

- Erin, Barb and Kristy met with the Online Registration Coordinator from the Nutana Community Association to discuss their registration platform, Amilia. After that meeting, they also met with an executive from Amilia to demo their system, discuss pricing, logistics, etc.
- There was a list of pros and cons of switching to Amilia and a summary of costs shared with the board during the meeting. The costs are higher with this new system, however, there are many benefits, and our registration and organization process would be greatly improved.
- It was decided that we will proceed with Amilia as our new online registration platform. The timeline for making the switch will be between spring and fall registration, which coincides with our fiscal year end.

Motion: To switch our online registration system from Apparatus to Amilia.		
Moved by: Clara	Seconded by: Kristen	MOTION CARRIED

In-person Board Meetings

- There was a discussion about whether we would like to start holding our monthly Board Meetings in-person, whether we'd like to continue with online meetings, or a hybrid of the two options.
- We will continue to meet online for the May Board Meeting and tentatively plan to hold an in-person June Board Meeting, where we may combine it with a volunteer wind-up supper. We will discuss further at our next Board Meeting.

ACTION ITEM: Kristy to add 'June Board Meeting Wind-up' to May's Agenda.

NEXT MEETING:

The next meeting will be held online on Wednesday, May 11th, 2022, at 7:00 pm.

ADJOURNMENT:

The meeting was adjourned at 8:38 pm.

ACTION ITEMS:**New Action Items Arising from Meeting:**

	Action	Person Responsible	Status/Complete By
1	Barb to contact Kim regarding booking Armed with Harmony.	Barb	ASAP
2	Kristy to add 'June Board Meeting Wind-up' to May's Agenda.	Kristy	ASAP

Carried over Action Items from Previous Meetings:

	Action	Person Responsible	Status/Complete By
1	Booker to look into moving the rink power underground, move the direction of the lights, and sell our old rink lights.	Booker/Kevin	Ongoing Removing "sell our old rink lights", as this was done.
2	Kristy and Jan to work on revising Bylaws: <ul style="list-style-type: none"> • How many people should have signing authority, • Being bondable, • Language around "Non-Resident Members", Changing board positions during an election at our AGM.	Kristy & Jan	Ongoing
3	Kristy to work on switching our cloud storage from Dropbox to OneDrive.	Kristy	Ongoing
4	Kristy and Jan to work on a proposal for server access.	Kristy & Jan	Ongoing
5	Confirm that the quote from Houghton Boston Printers includes them doing the layout.	Cathy	Ongoing
6	Jan to meet with Booker to tour the new rink building.	Jan	ASAP

Completed/Removed Action Items from Previous Meeting:

	Action	Person Responsible	Status/Complete By
1	Booker to sell our old rink lights.	Booker	Complete

REPORTS:

Communications Coordinator Report, Cathy

- Newsletter:** Prepared newsletter. Thank you to Kristy and Clara for proof reading and Jess for her technological assistance.
Invoiced advertisers.
Requested newsletter eblast and posting on HVCA website.
- Sign:** Changed sign to advertise Jane's Walk in Hampton Village.
Worked with Kristy to establish advertising timelines for upcoming Spring events.
- Jane's Walk:** Worked with Kristy to determine Jane's Walk details.
Working on Jane's Walk content.
HV Jane's Walk is advertised on Jane's Walk website.
- Sum Theatre:** Thank you to Jess and Kim who have volunteered to be ushers at the event on May 12.
Remai Art Caravan is limiting their outings at this time and are not able to attend our event.
Girl Guides will be in attendance selling cookies.
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Kinder Soccer Coordinator Report, Kathleen (Winter 2022 Kinder Soccer Report)

- Two teams, both at 6-6:45pm
- 17 participants registered
- 4 parent volunteer coaches
- 2 classes were cancelled on one team due to coaches being sick and no other parents volunteering to run practice
- Parent complaints:
 - Class being cancelled due to sick instructors (I sent out emails requesting another volunteer but no one responded)
 - Not getting emailed for cancelled classes (there were emails sent out, maybe they missed the email?)
 - Being asked to coach (although that was listed when they registered)
- Coaches reported having fun!

Program registration fees, \$30 each x 17 kids	\$510
Registration reimbursement for coaches	(\$120)
Tim Horton's gift cards- thank you for coaches	(\$40)
Surplus (deficit)	\$350