



Monthly Board Meeting (Online)
Wednesday, May 11th, 2022, 7:00 pm
Minutes

ATTENDANCE:

Present Board Members (14):	<ul style="list-style-type: none"> • Cathy, Chair • Clifton • Barb • Min • Morgan • Hillary • Kathleen 	<ul style="list-style-type: none"> • Krista • Kristen • Windel • Jess • Clara • Cinthia • Kristy, Minute Taker
Absent Board Members (5):	<ul style="list-style-type: none"> • Erin • Booker • Myra 	<ul style="list-style-type: none"> • Deb • Kim
Other Attendees (2):	<ul style="list-style-type: none"> • Robert, HFMC Liaison • Jan, Community Consultant 	

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: Kristen	Seconded by: Barb	MOTION CARRIED

2. Review & Adoption of Past Meeting Minutes

- The April 13th, 2022 Minutes were emailed to the board prior to the meeting, and were briefly reviewed during the meeting.

Motion: To approve the April 13 th , 2022 Minutes, as presented.		
Moved by: Hillary	Seconded by: Krista	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 – Nothing to report.

Treasurer, Barb

- The financial statement, as at April 30, 2022, was emailed to the board prior to the meeting and was reviewed during the meeting. The revenue and expenses have been assigned to the programs, and membership fees have been added.
- Barb is working on preparing the budget for the next fiscal year. The budget information has been sent to Cathy and all the program coordinators, and it will need to be submitted at the beginning of June so the budget can be prepared for the next board meeting.

Motion: To accept the financial statement, as at April 30, 2022, as presented.		
Moved by: Barb	Seconded by: Clara	MOTION CARRIED

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

- Jan will contact Morgan directly to gather the spring program numbers that she needs.

Child & Youth Indoor Coordinator, Hillary

- The Fall 2021 & Winter 2022 Child & Youth Programs Reports were emailed to the board prior to the meeting.
- Spring programs are running well. Hillary gave her school key to the Cheer instructor so there wouldn't be any more issues with the door being locked.
- Harvey and Robert have been working together to run Youth Basketball. There are still people coming to the program who haven't registered, so Hillary suggested printing out information to be sent home to parents, so they are aware that their child needs to register.

Daytime Indoor Coordinator, Vacant

Youth Soccer Coordinators, Krista & Myra

- Krista reported that the outdoor Youth Soccer season has begun. There will be a meeting with SYSI regarding the indoor season, so there will be more to share at next month's meeting.

Kinder Soccer, Kathleen

- Kathleen reported that the outdoor Kinder Soccer season has begun. A total of 63 people registered and are spread out over 8 teams. There were more volunteer coaches for this season as the earlier timeslot seemed to work better for parents.

Rink Coordinator, Booker – Not present, no report submitted.

Allocations Coordinator, Min

- The date for the fall booking window has not yet been announced, but Jan thinks it will likely be in the first two weeks of June.

Online Registration/Membership Coordinator, Erin – Not present.

- Barb reported that her and Erin went through an orientation and training module for Amilia, the payment platform has already been set up, and there is another meeting scheduled for May 24th.

7. Community Consultant Report, Jan

- The Community Consultant Report was emailed to the board prior to the meeting and was briefly reviewed during the meeting. There is an Indoor Coordinator workshop at the end of May. If anyone is interested in attending, the link to RSVP is in Jan's report.
- Jan provided an update on the new buildings in Al Anderson Park (see further discussion in *Rink Building*). After the snow melted, Jan noticed some worrisome holes and pavement failures, so she took photos and reported it to the appropriate people. The city and developers are hoping that the Spray Park Building will be ready in time for the Summer Play Program.
- There was a discussion regarding the Hampton Village Square fountain and why it isn't functioning. Over the years, there have been a few different answers from the city; it was turned off due to COVID, there is too much garbage thrown in the water – which clogs the pumps, and it was turned off due to the weather. Jan confirmed that the fountain is owned by the City of Saskatoon, Facilities Department, and not the developer. If the HVCA is interested in applying for the Park Enhancement Grant to remove the fountain and replace it with a gazebo, a Community Engagement Survey would need to be done first.

ACTION ITEM: Jan to follow up with the Facilities Department to find out why our fountain isn't functioning.

8. Special Events

Jane's Walk

- Cathy reported that the virtual Jane's Walk took place over the weekend and was well received by the community. There was a 45-minute video put together on the namesakes of Hampton Village, and all the same information was shared on the HVCA website.

Theatre in the Park

- Cathy reported that Theatre in the Park will take place on Thursday, May 12th at 7:00 pm. Volunteers are to arrive at 6:15 pm.

Community Clean-up

- Kristy reported that the Community Clean-up is set for Saturday, May 14th. Meewasin provided bags, gloves, Pizza Hut coupons, and maps of the Meewasin Trail. There was a discussion about which areas are a priority to clean.

Community Garage Sale & BBQ

- The Hampton Free Methodist Church will have tables set up, and there will be a dog rescue adoption event in the parking lot during the Community Garage Sale. Cathy asked Morgan if people could bring items to donate to the HFMC. Morgan will find out from the other coordinator and get back to her.

ACTION ITEM: Morgan to contact Cathy regarding garage sale donations to the HFMC.

Cinema Under the Stars

- The date for Cinema Under the Stars has been set for Saturday, September 10th. Barb signed the Armed with Harmony contract for the screen rental. Morgan will work on finding out the movie options and will also work with Jan to submit the permit application.
- There was a discussion about making a large purchase without the board's approval. Even though there is a large amount budgeted for Cinema Under the Stars, and it was approved at our previous AGM, we may need to investigate cleaning up the wording of our bylaws to allow for purchases over a certain dollar amount.

ACTION ITEM: Kristy to add: "Budgeted purchases over \$3,000" to the existing bylaw revision list in the action items.

9. Old Business

Rink Building

- Jan reported that the contractor still has some work to do, so the city hasn't taken control of the buildings yet. Booker and Chad have been given permission to move the snowblowers into the building, however, the gas must be removed first.
- Jan contacted the school Principals to let them know that the contractor will need to run sewage lines from both the Rink Building and the Spray Park Building to Hampton Green.

10. New Business

Meeting with School Principals / Donations

- Another check-in meeting with the school principals is on the calendar for May/June. There was a discussion about providing a donation to both Ernest Lindner and St. Lorenzo Schools. Kristy will contact both principals to ask how the HVCA can help.
- Kristy will purchase two \$25 gift cards for the St. Lorenzo School caretakers as a thank you for unlocking the storage room door during programming.

ACTION ITEM: Kristy to check in with both school principals.

ACTION ITEM: Kristy to purchase two \$25 gift cards for the school caretakers.

June Board Meeting & Wind-up

- Barb, Cathy, and Krista are coordinating a wind-up supper for our last board meeting before we break for the summer. The supper will be at 6:30 pm, and the meeting will start at 7:00 pm.

NEXT MEETING:

The next meeting will be held in the Community Resource Centre at 1055 Hampton Circle on Wednesday, June 8th, 2022, at 7:00 pm.

ADJOURNMENT:

The meeting was adjourned at 8:55 pm.

ACTION ITEMS:

New Action Items Arising from Meeting:

	Action	Person Responsible	Status/Complete By
1	Jan to follow up with the Facilities Department to find out why our fountain isn't functioning.	Jan	ASAP
2	Morgan to contact Cathy regarding garage sale donations to the HFMC.	Morgan	ASAP
3	Kristy to check in with both school principals.	Kristy	ASAP
4	Kristy to purchase two \$25 gift cards for the school caretakers.	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.	Booker/Kevin	Ongoing
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, and budgeted purchases over \$3,000.	Kristy & Jan	Ongoing
3	Kristy and Jan to work on a proposal for servery access.	Kristy & Jan	Ongoing
4	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	Barb to contact Kim regarding booking Armed with Harmony.	Barb	Complete
2	Kristy to add 'June Board Meeting Wind-up' to May's Agenda.	Kristy	Complete
3	Kristy to work on switching our cloud storage from Dropbox to OneDrive.	Kristy	Done
4	Confirm that the quote from Houghton Boston Printers includes them doing the layout.	Cathy	Done

REPORTS:

Communications Coordinator Report, Cathy

Sign: Changed sign three times in accordance with timelines for Spring events.
Purchased and paid for the annual sign license.

Jane's Walk: Researched and prepared virtual Jane's Walk with help from Kristy, City Archivist and Librarian from Local History Room.
Information from the Jane's Walk has also been included on the History of Hampton Village page.

Sum Theatre: Picked up flyers and posters for distribution to homes near Al Anderson Park.
Thanks to Kim, Windel and Clifton for distributing these.
