



Hampton Village

COMMUNITY ASSOCIATION

Monthly Board Meeting Minutes
Wednesday, June 8th, 2022, at 6:30 pm
Volunteer Appreciation Supper and Meeting

ATTENDANCE:

Present Board Members (15):	<ul style="list-style-type: none"> • Clifton, Chair • Kristen • Jess • Myra • Cinthia • Windel • Morgan • Erin 	<ul style="list-style-type: none"> • Kathleen • Min • Krista • Barb • Clara • Kim • Cathy, Minute Taker
Absent Board Members (4):	<ul style="list-style-type: none"> • Kristy • Booker 	<ul style="list-style-type: none"> • Hillary • Deb
Others in Attendance	<ul style="list-style-type: none"> • Robert, HFMC Liaison 	<ul style="list-style-type: none"> • Jan, Community Consultant

QUORUM REACHED

SUMMARY:

Delicious meal was served at 6:30. The meeting was called to order at 7:15 pm.

1. Review & adoption of Agenda

Motion: To approve the Agenda as amended.		
Moved by: Clifton	Seconded by: Cinthia	MOTION CARRIED

2. Review & adoption of past Meeting Minutes

- The May 11th, 2022, Minutes were emailed prior to the meeting.

Motion: To approve the May 11th, 2022, Minutes as presented.		
Moved by: Clifton	Seconded by: Kathleen	MOTION CARRIED

3. Business arising from the Minutes

- Reviewed Action Items.
- Discussed Action Item 1 regarding the Hampton Green fountain. City indicates fountain is functional but was not operated during COVID. City has no documentation of HV Fountain being non functional. Fountains will be started this summer. Board had discussed replacing fountain with gazebo as fountain seems to be an eyesore. Board will revisit discussion to replace fountain after the summer when it has been turned and functionality is assessed. Considerable work will need to be done to determine if replacing the fountain is what Hampton Villagers would like.

ACTION ITEM: Discussion regarding future of Hampton Village Fountain to be placed on September meeting agenda.

4. Correspondence

- None.

5. Executive Reports

President, Vacant – No report.

Vice President, Clifton – No report.

Treasurer, Barb – Preliminary 2022 – 2023 Budget was circulated with agenda and reviewed during the meeting. Also discussed costs associated with membership and implementation of Amelia: “SmartRec”

Secretary, Kristy—Not present. No report.

6. Coordinator Reports

Communications, Cathy

- Changed sign to advertise Garage Sale and Rattlers Community Challenge.
- Reminder that submission deadline for Fall Newsletter is July 15th.
- Requested quote to print Fall newsletter. Quote was not received prior to the meeting.

Motion:	Permission to spend up to \$2000.00 to print and mail Fall newsletter.	
Moved by: Kristen	Seconded by Cinthia	MOTION CARRIED

Adult Indoor Coordinator, Morgan

- Planning for 2022 – 2023.
- Question regarding prep time required for planned Boot Camp and how to enter this information on spreadsheet.
- Spring programming went smoothly.
- Attendance at card class was low due to need to have HVCA Membership. Plans to offer the class again.

Action Item: Morgan to speak to Kristy about how to record necessary prep time on spreadsheet.

Child & Youth Indoor Coordinator, Hillary

- Not present. No report sent.
- Youth basketball was discussed. Program is extremely well attended. Could use an additional gym. Youth do not necessarily have an HVCA membership. Discussed possibility of waiving membership for this program as it is seen as a very valuable one for youth. Perhaps have a sign in sheet for contact info instead of membership. Hillary has submitted grant request for this program for next year. Robert continues to participate as a supervisor in this program. Occasionally the gym door has been locked. Robert was unsure as to why.

Action Item: Robert to follow up with Harvey as to why gym doors have been locked on occasion.

Daytime Indoor Coordinator, Vacant

Youth Soccer Coordinators, Krista & Myra

- SYSI Registration opens June 15th for October start date
- HVCA Soccer Registration opens mid August.
- SYSI may take over registration. Process is still being determined. Community Associations would still prepare teams and get coaches. Community Associations would receive ~40% of registration fees.
- SYSI fees are higher than what HVCA charges. E.g., U9 is \$200.00 + \$10.00 fee.

ACTION ITEM: Myra will email current soccer participants regarding the SYSI registration date and costs.

ACTION ITEM: A notice will be placed on the HVCA Facebook page to notify soccer participants.

Kinder Soccer, Kathleen

- Finishes on June 23rd.
- Has been running very smoothly. Coaches who are sharing positions are coordinating transfer of soccer supplies seamlessly.

Rink Coordinators, Booker

- Not present. No report.

Allocations Coordinator, Min

- June 13 – 26 is the booking window for historical bookings
- July 11th is date bookings open to the public.

ACTION ITEM: Jan will check times booking window opens.

Online Registration/Membership Coordinator, Erin

- All programs now closed with old registration system.
- Erin requires programming information as soon as possible to prepare for registration opening.

7. Community Consultant Report, Jan

- The Community Consultant Report was emailed prior to the meeting.
- Upcoming training events for Board members were highlighted.
- Acknowledged upcoming SPS Community Policing School.
- Requested HVCA promote Dundonald's Adult Female Basketball program.
- Rink agreement with the city was finalized and distributed to community associations, further discussion is required.

ACTION ITEM: Jan to send Cathy Dundonald's Adult Female Basketball program information by July 15th.

ACTION ITEM: Kristy to add Rink Agreement on September meeting agenda.

8. Special Events

Spring Clean-up

- Official report not available at this time. Board members who participated debated the value of this activity as there is very little garbage in Hampton Village.

- Claypool is an area where there is more litter. This area is difficult to access as there is no parking on this road.

SUM Theatre

- Sum theatre was held on Thursday, May 12th in Al Anderson Park East. There was a minor overlap in the bookings between Sum Theatre and Kinder Soccer. Sum Theatre was able to resolve the overlap with little difficulty.
- Robert indicated he heard attendance at the Sum theatre presentation in Hampton Village was among the highest in the city.
- Cathy shared that she attended the presentation in Westview as well. Westview board members distributed free treats to all in attendance.
- Discussed ways to further increase our profile at events like these.

COMMUNITY GARAGE SALE

- Weather was great. More than 62 garage sales in Hampton Village. Several other west side communities held garage sales on the same day.
- Board members very pleased to not be coordinating the BBQ. Discussion regarding food safety, how these regulations have changed and how to share this information.

CINEMA UNDER THE STARS

- Date is Saturday, September 10th
- Morgan reported she has booked the animated movie “Bad Guys”.
- \$250.00 has been paid towards the movie. A further \$50.00 is owing.
- Morgan requested permission for the HFMC Youth Group to have a popcorn booth. Board members agreed.
- Porta-potties need to be booked. Prior to the pandemic a deposit had been made for porta-potties. Cinthia will investigate

ACTION ITEM: Cinthia to investigate and book porta-potties for Cinema Under the Stars.

PUMPKINS IN THE PARK

ACTION ITEM: Jan to investigate donating collected pumpkins to the Zoo to feed the animals.

ACTION ITEM: Cinthia to investigate donation of bins/ trailers to haul pumpkins to Zoo or composting.

ACTION ITEM: Put Pumpkins in Park on September meeting agenda.

9. Old Business

a. Rink Amenity Building

Still owned by Two Twenty. HVCA has not had access to the building yet. There are still outstanding items to be completed before turn over can occur.

Availability of Spray Park building is still uncertain.

10. New Business

a. Demonstration of Amelia: Smart Reg system

Many benefits of Amelia: Smart Reg system were highlighted and include:

- programming registration opening—with the old system this had to be done manually.
- Support for the new system is very responsive.
- Support sends communications regularly and are updating the system on an ongoing basis.
- All coordinators can have access to information they require for the programs they run.
- Reports are easily prepared from the system.

b. Meeting with Principals

Meetings with both principals were very positive.

Items discussed:

Use of Community Resource Room

ELS does not use this room.

St. Lorenzo coordinated a program on Tuesdays for children dealing with anxiety which was run by Catholic Family Services. Maria is flexible if the day this program is offered needs to be changed to offer the library program on an alternate day.

Discussed HVCA concern regarding the room not being returned to storage state after each use. Maria will prepare a sign and place it on the wall in the community room to inform all users of the need to return the room to its “ready to use” state.

Asked if there was anything else HVCA could do for them. Maria expressed concern that Kindergarten registrations were lower than expected for both schools. Cathy offered to post information on HVCA, Hampton Village Mommas and the Hampton Neighbourhood Facebook pages.

Newsletter

Both schools would like to resume including a school update in the HVCA newsletter.

Both schools are willing to post information from HVCA in their newsletters.

Donation to schools

Both schools will experience a 10% decrease in funding. St. Lorenzo would use a donation we provide to them for food security. Todd, at ELS, described several initiatives he could offer at EL with the donation we provide.

c. Donations

HFMC Each year HVCA donates \$500.00 as a thank you for everything the church does to support our programming. This year HFMC was required to upgrade their fire system at considerable cost. Barb proposed we increase our donation to help offset this cost. After discussion it was determined HVCA will donate \$2,000.00 to HFMC to be presented at the AGM on October 12th, 2022.

Motion:	Donation of \$2,000.00 to HFMC to be presented at HVCA AGM.		
Moved by: Clifton	Seconded by Barb	MOTION CARRIED	

Schools Discussion regarding donations to the schools. HVCA will provide one \$500.00 cheque to each school before the end of the academic year and another \$1,000.00 cheque in the new school year. The cheque to ELS will be used to ensure the reading program that was offered this year will be offered again next year. The cheque to St. Lorenzo will be used to provide food security for students who come to school without lunch.

Motion:	Donations of \$500.00 each to Ernest Lindner and St. Lorenzo. First donation before the end of June. Second donations of \$1,000.00 each to Ernest Lindner and St. Lorenzo schools in the fall Update to board about use of funds and acknowledgement.	
Moved by: Kristen	Seconded by Krista	MOTION CARRIED

d. Queen’s Jubilee Award

This award is a volunteer recognition award to be presented in honour of the Queen’s Platinum Jubilee offered by the provincial government. Kim will share link to award nomination form and requirements along with submission deadlines.

ACTION ITEM: Kim to send Queen’s Platinum Jubilee Award information to all board members.

Motion to adjourn at 9:30.

NEXT BOARD MEETING:

September 7, 2022, at 7:00 pm

ACTION ITEMS:

New Action Items Arising from Meeting:

	Action	Person Responsible	Status/Complete By
1.	Add the following to September Agenda: <ul style="list-style-type: none">• Discussion regarding future of Hampton Village Fountain.• Rink Agreement.• Pumpkins in the Park.	Kristy	September
2.	Morgan to speak to Kristy about how to record necessary prep time on spreadsheet.	Morgan	ASAP
3.	Follow up with Harvey as to why gym doors have been locked on occasion	Robert	ASAP
4.	Email current soccer participants regarding the SYSI registration date and costs.	Myra	ASAP
5.	A notice will be placed on the HVCA Facebook page to notify soccer participants.	Cathy or Kristy	ASAP
6.	Check times booking window opens.	Jan	ASAP
7.	Jan to send Cathy Dundonald's Adult Female Basketball program information by July 15 th .	Jan	ASAP
8.	Investigate and book porta-potties for Cinema Under the Stars	Cinthia	ASAP
9.	Investigate donating collected pumpkins to the Zoo to feed the animals	Jan	ASAP
10.	Investigate donation of bins/ trailers to haul pumpkins to Zoo or composting	Cinthia	ASAP
11.	Send Queen's Platinum Jubilee Award information to all board members.	Kim	ASAP

Carried over Action Items from Previous Meetings:

	Action	Person Responsible	Status/Complete By
1	Booker to look into moving rink power underground, move the directions of lights.	Booker/Kevin	Ongoing
2	Kristy and Jan to work on revising Bylaws: 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
4	Kristy & Jan to work on proposal for server access.	Kristy & Jan	Ongoing
5	Jan to meet with Booker to tour the new rink building	Jan	Declined until building is in city possession.

Completed /Removed Action Items from Previous Meeting:

	Action	Person Responsible	Status/Complete By
1	Jan to follow up with Facilities Department to find out why our fountain isn't working.	Jan	Complete. See minutes for details
2	Morgan to contact Cathy regarding garage sale donations.	Morgan	Complete
3	Kristy to check in with both school principals.	Kristy	Complete. See minutes for details
4	Kristy to purchase two \$25.00 gift cards for school caretakers.	Kristy	Complete