



Hampton Village

COMMUNITY ASSOCIATION

HVCA General Meeting
1055 Hampton Circle, Community Resource Centre
Wednesday, June 14, 2023, 6:30 p.m.

MINUTES

ATTENDANCE:

Present Board Members (10):	<ul style="list-style-type: none"> • Cathy, Minute Taker • Barb • Clifton • Jesse • Clara • Cinthia 	<ul style="list-style-type: none"> • Morgan • Myra • Krista • Windel
Absent Board Members (6):	<ul style="list-style-type: none"> • Kamanashis • Hillary • Erin 	<ul style="list-style-type: none"> • Kim • Booker • Kristy
Other Attendees (2):	<ul style="list-style-type: none"> • Robert, HFMC Liaison • Jan, Community Liaison 	

QUORUM REACHED

SUMMARY:

The board enjoyed a delicious meal and collegiality prior to the meeting which was called to order at 7:15 p.m.

1. Review & Adoption of Agenda

- The Agenda was emailed to the board prior to the meeting.

Motion: To approve the Agenda as presented.

Moved by: Clifton	Seconded by: Morgan	MOTION CARRIED yes
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2. Review & Adoption of Past Meeting Minutes

Motion: To approve the minutes of the May 10, 2023.

Moved by: Clifton	Seconded by: Clara	MOTION CARRIED yes
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3. Business Arising from the Minutes

- Reviewed and updated Action Items.

4. Correspondence

- Facebook message regarding damage at the rink to the bathroom door and rink benches. Jan will report damage to rink building. Cathy will report damage to benches on Saskatoon Police website.

ACTION ITEM: Cathy will report damage to benches on Saskatoon Police website.

5.Executive Reports

President, Clifton

- ERA laptop has been received. It is light and portable.
- Clifton attended the President’s workshop which made him aware how high functioning our board is. He felt proud of HVCA board achievements because of the discussions at this workshop.

Vice President, Kim

- Absent. No report sent.

Treasurer, Barb

- Financial report circulated prior to the meeting.
- Financials and projected budget were discussed. Donation amounts were adjusted as per discussion and motions.
- Board expenses and newsletter costs were adjusted for projected costs.

Motion: To approve a donation of \$2000.00 to both Ernest Lindner and St. Lorenzo Schools for the 2023 2023 fiscal year.
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Moved by: Cinthia	Seconded by: Clifton	MOTION CARRIED yes
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Secretary, Cathy

- Many thanks for the lovely card with your best wishes.
- Meetings with school principals were held on Friday, May 16th. Minutes of both meetings were circulated with the agenda.
- Worked with Ron and John to repair sign.
- Responded to several emails on Contact email address.

6. Coordinator Reports

Communications Coordinator, Jesse

- Sign changed to advertise Sum Theatre.
- Estimate to print fall newsletter is \$1185.00 for 8 pages. This is \$55.00 more than last year and does not include ~\$500.00 for mailing by Canada Post. Budgeted amount for newsletter was adjusted to \$2000.00.
- July 30 is submission deadline.

Motion: To spend up to \$2200.00 for printing and mailing of fall newsletter.		
Moved by: Jesse	Seconded by: Barb	MOTION CARRIED yes

Rink Coordinator, Booker

- Absent. No report sent.

Online Registration/Membership Coordinator, Erin

- Absent. Nothing to report.

Allocations Coordinator, Kristy

- Absent. Report submitted and reviewed during the meeting and is attached.
- There was a question regarding HVCA’s ability to share reviews from our surveys on Facebook and website. Jan indicated we would require explicit opt in by participants completing the survey. Anonymous, general comments would be okay to post.
- Requested permission to purchase two \$25.00 gift cards for the caretakers as a year-end thank you.

Motion: To purchase two \$25.00 gift certificates as a year-end thank you for school caretakers.		
Moved by: Clifton	Seconded by: Cinthia	MOTION CARRIED yes

Adult Programs Coordinator, Morgan

- Nothing to report.

Child & Youth Programs Coordinator, Hillary

- Absent.
- All programs are planned for the fall.
- Hillary will have contracts to Barb in a few days for payment to instructors of the Spring programs.

Daytime Programs Coordinator, Vacant

- The library program changed their start time to an earlier time on Wednesdays to facilitate work schedules.
- Games group is sharing a meal together on June 15th to celebrate the end of the season.
- On June 22 there will be a karate demonstration prior to games.

Kinder Soccer Coordinator, Vacant

- No report.

Youth Soccer Coordinators, Krista & Myra

- No report.

7. Community Consultant Report

- Report was emailed.
- Highlights were reviewed.
- Jan offered to promote our community association for 2 hours to raise awareness.
- Jan will notify Community Services that we need the bathrooms for CUTS on September 9th.
- Highly recommends keeping a historical list of donations, both monetary and in kind, to the schools

- Jan asked about offering a training session for board members and instructors to help understand supporting kids with intellectual disabilities in our programs. There was positive feedback regarding such a course.
- Jan's vacation is scheduled in July. She will provide contact information while she is away.

8. Special Events

- Cinema Under the Stars
 - Having 2 bouncy castles. Wondered about people to monitor the castle in/out flow. Cathy to send Morgan Dave's contact info as he has volunteers who could help.

ACTION ITEM: Cathy to send Morgan Dave's contact information.

- Morgan needs to connect with Kristy regarding necessary adjustments to the park permit.

ACTION ITEM: Morgan to connect with Kristy regarding necessary adjustments to the park permit.

- SUM Theatre
 - Flyers were distributed to all homes adjacent to Al Anderson Park the week of June 12. The remainder of the flyers will be distributed prior to Friday.
 - Treat bags have been prepared. Will also give out insect repellent stickers. Spent \$187.13 to prepare 200 bags which will also include an HVCA fridge magnet and a postcard asking for volunteers.
- Garage Sale
 - Seemed to be a success.
 - Lots of buzz on Facebook.
 - It was a great time for visiting with friends and neighbours.
 - Wonderful to have Soccer Club hold the BBQ.

9. Old Business

Rink Building

- update on rink agreement. Still do not have this.
- Plan for heating bill. Jan, Clifton, Barb, and Cathy met on Monday, June 12th to discuss the power bill we received from the city. The bill was \$2555.67 for mid-November to March 30. The subcommittee determined we would refuse to pay the bill and write a letter requesting an audit because it was so high. Previously, we paid ~\$1100.00 annually. In the time between the June 12 and June 14th, the city agreed to pay 50% of the power bill and investigate why it was so high. We will still write a letter expressing our specific concerns regarding the amount.

ACTION ITEM: Cathy and Barb to prepare a letter to send to the city.

- Lock box - There are 9 outstanding issues with the building. Jan will request our ability to affix a lock box to the rink warm up area as a separate item from this list. Cathy will investigate the availability of high-quality, durable lock boxes and submit information to Jan.

ACTION ITEM: Cathy to investigate availability of high-quality, durable lock boxes and submit information to Jan.

- Fencing- Jan to request extra fencing for the rink to protect the rink building from potential puck damage. Hopefully, extra levy funds are available for this project.

ACTION ITEM: Jan to request extra fencing for the rink to protect the rink building from potential puck damage.

Revisions to Bylaws

- Barb, Clifton, and Jan are working on revisions. They are waiting on clarifications from the City Solicitor as to appropriate wording.

10. New Business

- Pumpkins in the Park (November 1st is a Wednesday) We host this event again this year as townhouses and condominiums do not have green bins. Jesse is in charge.
- Invitation to speak to students at St. Lorenzo about respecting property at the rink, week of September 11th, during the day was discussed. It was determined this would not have the desired result so we will decline the invitation.
- Invitation to have a booth at St. Lorenzo School on Meet the Family Night. Tuesday, September 19 starting at 5:30 p.m. We will take Jan up on her offer to help promote our Community Association at this event.

NEXT MEETING:

- Monthly Board Meeting: September 13, 2023, 7:00 p.m.

ADJOURNMENT:

The meeting was adjourned at 9:21 p.m.

ACTION ITEMS:

New Action Items Arising from Meeting:

	Action	Person Responsible	Status/Complete By
1	<i>Cathy will report damage to benches on Saskatoon Police website.</i>	Cathy	complete
2	<i>Cathy to send Morgan Dave's contact information.</i>	Cathy	complete
3	<i>Morgan to connect with Kristy regarding necessary adjustments to the park permit.</i>	Morgan	
4	<i>Cathy and Barb to prepare a letter to send to the city.</i>	Cathy and Barb	complete
5	<i>Cathy to investigate availability of high-quality, durable lock boxes and submit information to Jan.</i>	Cathy	

6	<i>Jan to request extra fencing for the rink to protect the rink building from potential puck damage.</i>	Jan	

Carried over Action Items from Previous Meetings:

	Action	Person Responsible	Status/Complete By
1	<i>Any Board member who requires a saskhvca email address should contact Clifton</i>	All Board Members	Ongoing
2	<i>Clifton, Cathy, Barb, and Jan to meet to prepare draft revisions to HVCA Bylaws for discussion at the May 10 board meeting.</i>	Clifton, Cathy, Barb, and Jan	Update provided May 10 th . Ongoing item.

REPORTS

Allocations, June 2023

Programming Team Meeting was on Tuesday, June 6th, 2023.

- We evaluated spring programs and planned for fall programs.
- We also discussed the request from Ernest Lindner School to offer a free self-defence/fitness program for adults from 2-3 p.m.

All fall bookings have been entered and emailed to Coordinators.

Once Coordinators finalize program details in the next few weeks, I will send to Erin for opening registration on Sunday, August 13th.

Program Evaluation Forms will be sent out to program participants as spring programs end.

Questions:

·We have a lot of positive feedback from Program Evaluation Forms from previous seasons. Are we allowed to share these reviews on our Facebook page and website to help promote programs? The responses are anonymous; however, should we include a disclaimer on the Microsoft Forms going forward?

· I would like to buy two gift cards for the daytime and evening caretakers at the school as a thank you for this year. What amount can I spend?

Child and Youth

All programs for Child & Youth are a go for the Fall. I will have contracts to Barb in a few days for payment to instructors for Spring programs.