



Hampton Village

COMMUNITY ASSOCIATION

Monthly Board Meeting
1055 Hampton Circle, Community Resource Centre
Wednesday, April 10th, 2024, 7:00 p.m.

MINUTES

ATTENDANCE:

| | | |
|----------------------------|--|---|
| Present Board Members (9): | <ul style="list-style-type: none"> • Barb • Morgan • Lori • Jess • Krista | <ul style="list-style-type: none"> • Clara, chair • Cinthia, Minute taker • Erin • Kirk |
| Absent Board Members (5): | <ul style="list-style-type: none"> • Clifton • Kristy | <ul style="list-style-type: none"> • Deb • Myra • Megan |
| Other Attendees (3): | <ul style="list-style-type: none"> • Robert Caswell, HFMC Liaison • Jan Cunningham, Community Consultant • Paige, Sum Theatre | |

QUORUM REACHED

SUMMARY:

The meeting was called to order at 7:01 p.m.

1. Review & Adoption of Agenda

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

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

2. Review & Adoption of Past Meeting Minutes

- The March 13th, 2024, Monthly Board Meeting Minutes were emailed to the board prior to the meeting. No corrections were made.

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| Motion: To approve the March 13 th , 2024, Monthly Board Meeting Minutes, as presented. | | |
| Moved by: Morgan | Seconded by: Tanner | MOTION CARRIED |

3. Business Arising from the Minutes

- Reviewed and updated Action Items.

4. Correspondence

- Barb continues to monitor the Contact email address.
- 16 yo looking for volunteer opportunities to develop leaderships skills -Tanner will check in to see if his work has any opportunities that match.

5. Executive Reports

President, Clifton

- Volleyball request:

ACTION ITEM: share code of conduct with Jag – Ask him to share with his players – give general summary of complaints from last year. Discuss it kind of like public skating. E.g., Evenings between 6 and dusk and their regular time on weekends are for Jag’s group and they can kindly tell residents that it is open for free play during other times. Net it is a public space owned by the community association and we need to be professional with residents.

- Paint night: Only 7 can make April 20 – board would like to try for a date when more can participate.

ACTION ITEM: Clifton to send out more dates for paint night in May/early June (Saturday, Sunday, Afternoon/Evening)

Vice President, Vacant

Treasurer, Barb

- Statement of Operations, as at March 31, 2024, were emailed to the board prior to the meeting.

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| Motion: To approve the March 31, 2024, Monthly Board Meeting Minutes, as presented. | | |
| Moved by: Barb | Seconded by: Clara | MOTION CARRIED |

Secretary, Vacant

6. Coordinator Reports

Communications Coordinator, Jess

- Newsletter is finished and published on FaceBook and Website. Waiting for it to be emailed out.
- Invoices will be sent out shortly
- Clara updated sign, Will change in time for SUM Theatre, then Garage Sale
- Jess will do Garage sale sign as Clara is on holidays

Rink Coordinator, Kirk

- Rink is done for the year.
- Has received grant information emails from Jan
 - Kirk will look over grants and talk to Jan. He will ask for help if needed.

Online Registration/Membership Coordinator, Erin

- Spring registration complete. Went well. Higher numbers than last year
- Cancelled Volleyball, Pickle ball has high numbers

Allocations Coordinator, Kristy , not present, no report

Adult Programs Coordinator, Morgan

- Spanish is a go. More new members for yoga

Child & Youth Programs Coordinator, Vacant

- Nothing to report

Daytime Programs Coordinator, Vacant

- Nothing to report

Kinder Soccer Coordinator, Megan

- Not present, no report submitted

Youth Soccer Coordinators, Krista & Myra

- 12 teams

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| Motion: To approve \$861 to purchase new soccer equipment | | |
| Moved by: Krista | Seconded by: Jess | MOTION CARRIED |

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.
- Sent email to Krista about Bylaw review
- Rink Utilities – See Jan’s email thread
- Pickle ball tournament– See Jan’s email thread
- Mechanical room – will not have access but will move control panel for lights to equipment room
- Will get two more keys for building so we can have better warm up access next year.

8. Special Events

Community Garage Sale

- Nothing to report

SUM Theatre

- Paige from SUM Theatre:
 - Published in newsletter: The Real World
 - Flyer distribution
 - May 26th, 4PM
 - Cinthia will make treat bags, possibly 90s themed

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| Motion: To approve \$600 donation to SUM Theatre | | |
| Moved by: Kirk | Seconded by: Barb | MOTION CARRIED |

Cinema Under the Stars

- Portable Toilets booked

Pumpkins in the Park

- Nothing to report

9. Old Business

Rink Power Bills

- Still waiting for formal response from city management

Monthly Minders – March / April 2024

- Key items on the Monthly Minders for April & May:
 - Youth Grant Due April 15 – Kristy
 - Annual Grants Due April 30 – Barb
 - Rink Improvement Grant due April 30 – Kirk
 - Check in with School Principals - Clifton
 - Leisure Guideline submission for Fall 2024 programs – Kristy
- Add to August Minder – Winter City YXE grant -

10. New Business

Budget for 2024 / 2025

- Barb would like a preliminary one ready for May’s meeting
- Barb will touch base with Kirk about upcoming expenses
- Coordinators to have an idea of what they want to run and what it will cost
- Child and Youth Program – Looks like there would be interest in a 2nd kickboxing program for the fall.

Youth Connections Program

- 24 kids accessed program 40 times, 13 kids in March, aged 10-13
- Start back up Thursday September 12
- Looking to do a clean up event/day (Thursday May 2)
- Looking to make connections with some seniors homes in the community

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| Motion: To donate pizza and pop to the approve the Hampton Village Youth Connection Community Clean Up . Up to \$200.00 | | |
| Moved by: Barb | Seconded by: Erin | MOTION CARRIED |

Tommy Douglas Grad Donation Request

- Class of 2024 is seeking donation for after grad celebrations in June

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| Motion: To donate \$500 to the 2024 Tommy Douglas After Grad. In the future volunteer participation may be tied to donations | | |
| Moved by: Tanner | Seconded by: Erin | MOTION CARRIED |

ACTION ITEM: Clifton to respond to Melanie’s email about Tommy Douglas After Grad donation

NEXT MEETING:

The next monthly board meeting will be held in the Community Resource Centre at 1055 Hampton Circle on Wednesday, May 8th, 2024, at 7:00 p.m.

ADJOURNMENT:

The meeting was adjourned at 8:31 p.m.

ACTION ITEMS:

New Action Items Arising from Meeting:

| | Action | Person Responsible | Status/Complete By |
|---|--|---|--------------------|
| 1 | Work through Monthly Minders Document every month, until we have a Secretary. | Everyone | Every month |
| 2 | Share code of conduct with Jag – Ask him to share with his players – give general summary of complaints from last year. Discuss it kind of like public skating. E.g., Evenings between 6 and dusk and their regular time on weekends are for Jag’s group and they can kindly tell residents that it is open for free play during other times. Net it is a public space owned by the community association and we need to be professional with residents. | Clifton May need to connect with Kristy or Erin for Code of Conduct as Cinthia couldn’t find a copy. If we can’t find one we could take Westview’s wording | |
| 3 | Send out more dates for paint night in May/early June (Saturday, Sunday, Afternoon/Evening) | Clifton | |
| 4 | <i>If STF work sanctions allow schedule check in meeting with principals before the school year ends</i> | Clifton | |
| 5 | <i>Add winter city yxe micro grant to August Monthly Minder</i> | Who has access to edit this document? Are we all able to? | |
| 6 | Respond to Melanie’s email about Tommy Douglas After Grad donation | Clifton | |

Carried over Action Items from Previous Meetings:

| | Action | Person Responsible | Status/Complete By |
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| 1 | Clifton to find a Bluetooth speaker priced around \$200 for hybrid meetings. | Clifton | |
| 2 | Morgan to submit an Adult Programs winter report to the board in April. | Morgan | |
| 3 | Kristy to submit a Child & Youth Programs winter report to the board in April. | Kristy | |
| 4 | Megan to obtain soccer equipment from the Dundonald Community Association, order jerseys from Tim Hortons, and connect with Erin to learn how to use Amilia. | Megan | |
| 5 | Krista/Myra to submit an Indoor Youth Soccer report to the board in April. | Krista/Myra | |
| 6 | Kristy to send Rink Volunteer List to Kirk. | Kristy | |
| 7 | Clifton, Barb, Krista and Jan to continue discussing bylaws. | Clifton, Barb, Krista, Jan | Ongoing |
| 8 | Add 'Obtain quotes for extending wire mesh at rink' to May 2024 Agenda. | Cinthia | May 2024 |

Completed /Removed Action Items from Previous Meeting:

| | Action | Person Responsible | Status/Complete By |
|---|---|--------------------|--------------------|
| 2 | Rink Building: Jan to provide an update from the Sustainability Department regarding electricity usage. | Jan | Complete |
| 5 | Jan to contact Kirk regarding the grant information for the cost of the nets and to inform him that he has been approved to install boards and shelving in the Rink Building. | Jan | Complete |
| 6 | Kristy to send evaluation forms and report template to Program Coordinators. | Kristy | Complete |
| 7 | Kristy to advertise spring programs. | Kristy | Complete |
| 8 | Jan to send Pickleball tournament information to Barb. | Jan | Complete |
| 9 | Prepare PIES for Cinema Under the Stars | Morgan | Complete |

PRESIDENT'S REPORT – April 9, 2024

Hello team, unfortunately I am unable to make it to this meeting so here is my report:

Paint Night –

I have contacted our Paint Night host; she indicated that since she teaches during the week that the weekends will work best for her. I sent out a survey based on the host's availability. I can report that I received feedback from 70% of the board members with 7 members available to make **April 20th at 7PM**. Regarding costing, our host had indicated that if we had less than 15 people the service is a flat rate of \$500 with a deposit of \$100. I would like to put it to the board if we would like to proceed with this, or explore another date/time/host which would be able to facilitate more persons' availability?

Interested person for Vice President –

I received an email and from a resident named Melissa Giles who had expressed an interested in the Vice President position and said that Barb asked her to contact me. I had a brief telephone conversation with Melissa and gave a high-level overview of the board as well as the roles and responsibilities of Vice President. Melissa indicated she is extremely interested so I also invited Melissa to the meeting this Wednesday April 10th to sit in the meeting to get an in-person feel of our meetings.

Hybrid Meetings Audio device:

We reviewed the speaker/mic option I brought at our last meeting; however, I have not yet had the opportunity to go and purchase the item. – Ongoing

Volleyball in the Rink

We have received a request from Jag to once again for the group to play volleyball in the Ice Rink area. I have no issues with approving this, however, I believe we need to address the concerns which came to my attention regarding the less than neighborly interaction between Jag's group and other members of our community in relation to using the volleyball net and rink area.