



Hampton Village

COMMUNITY ASSOCIATION

Monthly Board Meeting
1055 Hampton Circle, Community Resource Centre
Wednesday, January 8th, 2025, 7:00 p.m.

MINUTES

ATTENDANCE:

Present Board Members (6):	• Morgan • Jess, Minute Taker • Barb, Chair	• Erin • Abby • Courtney
Absent Board Members (4):	• Kirk • Myra	• Krista • Kristy
Other Attendees (3):	• Jan Cunningham, Community Consultant • Robert Caswell, HFMC Liaison • Mac, SUM Theatre	

QUORUM NOT REACHED

SUMMARY:

The meeting was called to order at 7:10 p.m.

1. Review & Adoption of Agenda

2. Review & Adoption of Past Meeting Minutes

- Quorum not reached – **Motion tabled to approve**

3. Business Arising from the Minutes

- Discussed Ski trails and billing. Barb doesn't believe we received a bill for ski trail grooming. Jan advised to leave it for now and will ask if we don't get one for the year.

4. Correspondence

- Abby received email regarding STOPS program. Will forward to Jess to post on Facebook.

5. Executive Reports

President, Vacant

Vice President, None

Treasurer, Barb – Presented financials for 2024 – **Motion tabled to approve**

Secretary, Kristy, None

6. Coordinator Reports

Communications Coordinator, Jess

- Will connect with Clair to get Sign letters etc.

Rink Coordinator, Kirk – Not present.

- The Rink Coordinator Report (attached) was emailed to the board prior to the meeting and briefly reviewed during the meeting.
- Discussed putting a weld or something on the new nets to show they are ours
- Discussed buying gift cards in amount of \$350 from grant money received for Chris (bench) and Thaine and Maya (nets) **Motion tabled to approve**
- Jan advised of ongoing condensation/door freezing issue. She had purchased a dehumidifier but the outlet inside doesn't work. Jan will connect with facilities to look into the outlet not working.
- Jan is going to ask about donating the old nets to another community.

Allocations Coordinator, Myra, None

Online Registration/Membership Coordinator, Erin, None

Adult Programs Coordinator, Morgan

- Volleyball registration undecided – only 6 registered

Child & Youth Programs Coordinator, Abby

- Purchased 2 new basketballs.
- Low numbers for programs- suggested requesting school to advertise.
- Will look into Grant to get 3rd person for Basketball, but will get them now.

ACTION ITEM: Get a 3rd person for Basketball and look into grant.

Daytime Programs Coordinator, Vacant

Kinder Soccer Coordinator, Vacant

- There was a discussion about the school key that needs to be returned to the HVCA. It was recommended that all efforts be made to contact the previous coordinator before taking further steps. Board members will continue to attempt to track down the previous coordinator.

ACTION ITEM: Board members to continue attempting to connect with the previous Kinder Soccer Coordinator. Jan volunteered to knock on their door if we find their address.

Youth Soccer Coordinators, Krista – Not present, no report submitted.

7. Community Consultant Report, Jan

- The Community Consultant Report was emailed to the board prior to the meeting and was reviewed during the meeting.
- Skating: It was recommended that we consider renaming “Supervised Family Skating” to avoid confusion. Suggestions include “Public Skating” (used by the city) or “Leisure Skating”.
- Grants: Sask Lotteries is open until January 15th. Morgan will submit
- Exit Interviews: Jan will connect with Erin regarding exit interview – will wait to see if she is still our consultant next month.

ACTION ITEM: Myra to submit program stats to community consultant

ACTION ITEM: Morgan to submit Sask Lotteries grant

ACTION ITEM: Jan will connect with Eric regarding exit interview

8. Special Events

a) Sum Theatre

- Mac joined the meeting to discuss this years SUM Theatre presentation.
- Discussed location and determined the current place they have been doing it would be best.
- They encourage a concession or another program occurring before or after the event. Suggestions would be games (giant Jenga, cornhole etc.) - Jan wants to have giant bubbles happen
- Discussed scheduling – Mac will try to schedule for weekend date.
- Donation is not required but requested
- Donation of \$600 - **Motion tabled to approve**

b) Family Dance – Not going forward with this

Establish Planning Committees for Future Events

- Community Garage Sale – Kristy to do maps?
- Cinema Under the Stars – Morgan will plan again
- Pumpkins in the Park – Jess will plan again

9. Old Business

Review Board Calendar

- Jane would like to know if school is bumping programs after they are booked.
- Myra will submit permits for Special Event Applications
- Morgan will submit SK Lotteries Grant Application
- Discussed open spots for supervised family skating – Jan 12th, 16th, 23rd
 - Discussed wording to use for advertising this as Supervised may suggest people could leave their kids – perhaps use ‘Leisure Skate’

NEXT MEETING:

The next monthly board meeting will be held in the Community Resource Centre at 1055 Hampton Circle on Wednesday, February 12th, 2025, at 7:00 p.m.

ADJOURNMENT:

The meeting was adjourned at 8:43 p.m.

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

	Action	Person Responsible	Status/Complete By
1	Kristy & Jan to provide orientation for Courtney.	Kristy	ASAP
2	Kristy to send Evaluation Forms to all program coordinators so fall programs can be evaluated.	Kristy	ASAP
3	Board members to continue attempting to connect with the previous Kinder Soccer Coordinator.	Everyone	ASAP
4	Sask Lotteries grant.	Morgan	ASAP
5	Jan to connect someone from the city with Erin to facilitate the exit interview process.	Jan	ASAP
6	Jess to post to Facebook regarding STOPS	Jess	ASAP
7	Myra to submit permits for CUTS and PITP	Myra	ASAP
8	3 rd person for Basketball and possibility of grant for this.	Abby	ASAP
9	Myra to submit stats for programs to Jan	Myra	ASAP

Carried over Action Items from Previous Meetings:

	Action	Person Responsible	Status/Complete By
1	Kirk to calculate the total for the bench repair for reimbursement.	Kirk	Defer to January.
2	Morgan to complete and share PIES on CUTS 2024	Morgan	Ongoing

Completed /Removed Action Items from Previous Meeting:

	Action	Person Responsible	Status/Complete By
1	Abby to submit the Winter Youth Grant Application to Jan.	Abby	Done

REPORTS:

Rink Coordinator Report, Kirk

- Quick update: Nets are in and done!
- Door still freezes, as HRV (trust me shack has a HRV and city guy doesn't know what he's talking about), Jan's dehumidifier won't work case breaker is still blown.
- New rink guys ask me when can we open up warmup shack... I say it's a long story.... 🤖
- Jan said we can install boards to hang stuff, know what to do, and will tackle it now I've got more rink help
- Have about 6-7 people able to help at rink!!
- Gift cards - \$300 I say make a motion to make 2 gift cards for \$150 each.
 - Gift one to Chris (bench guy, he doesn't want anything but when I'm having a beer with him... will slip it to him - trust me!)
- Gift other to Thaine and Maya his daughter who helped tremendously with putting nets together.