

SFXCC BOARD MEETING – Minutes

Meeting Information

Date: May 10, 2017

Time: 7:30pm

Location: St. Francois Xavier Community Club

Attendees: Deanne Mullen, Melanie Janzen, Melanie Kubas, Tara Mullen, Mike Donaghy, Michelle Pinette, Joerg Zimmermann, Janis Fleury

Item	Discussion	Action	Responsible
1. Call to Order	round table introductions		Deanne
2. Financial Update –	building \$14122.07, chequing account report unavailable		Mel
3. Hydro Grant –	Rink lighting grant approved, Dwayne Clark would like to move forward with project. Invoice with cost breakdowns in email. \$7200 funds approved for project. \$3600 deposit required to place order for supplies, rebate will come back following completion of project. Motion made by Melanie Janzen to withdraw \$3600 from Noventis account for hydro rink project so that Dwayne Clark can proceed with ordering supplies. Second: Mike Donaghy	Melanie to provide cheque to Dwayne Clark so that supplies may be ordered.	Tara Dwayne Melanie
4. Spring Sports – May 9-June 29	Program up and running this week. 32 kids in Baseball, 94 kids in soccer. Shirt orders roughly \$1600 total.	Medals to be ordered. Peggy to do team and individual photos – date to be arranged. Wind up to be organized for final week.	Deanne Janis
5. Garage Sale	Tara organizing. Currently: 5 renters at club, home based sellers coming in. Consider canteen items: BBQ, Taco in a bag? Candy, chips, etc.	Canteen Shopping – Deanne Create and Print Maps – Tara Pick up maps – Deanne	Tara/Mel/ Mike

	<p>Event set up/tasks:</p> <p>Table set up – Friday evening after Pickleball – Mike, Melanie J, Melanie K</p> <ul style="list-style-type: none"> • 0800h Saturday – Melanie K • 0700h Saturday - Canteen – coffee urn – Mike, Melanie K • Saturday am – collect fees from home sales and deliver maps to homes - Mike • Canteen – Melanie, Melanie K • BBQ – Joerg 10-2 	Posters for advertising - Deanne	
6. Summer Carnival	<p>bookings to date (spreadsheet from Deanne)</p> <ul style="list-style-type: none"> • Clown – magic, balloons • No fireworks, evening meal <ul style="list-style-type: none"> ○ Melanie Janzen will look into setting up fireworks for June 3rd (Mike, Darren L, Jaime to help) • Sponsorships monies: <ul style="list-style-type: none"> ○ Currently \$1000 flex money – needed for signage, prizes, craft and game supplies • Advertising on website, posters, etc complete • Volunteers to be organized for set up and events – less required than last year. Board member availability : Michelle available until 3, Tara, Joerg?, Janis, Mike – late afternoon & evening, Melanie K, Deanne 	<p>Organize volunteer schedule</p> <p>Order signage</p> <p>Inquire about repair work of picnic tables – Can the RM look after this?</p>	<p>Janis</p> <p>Deanne</p> <p>Deanne</p>
7. Future Building Renovations –	<p>No word from McCaughan’s re: interior renos. Should we look at finding other quotes. We need to look at large scale reno vision and costs. Looking for layout drawings – free.</p> <p>Look for additional history from board members re: previous plans</p>	<p>Tara to call Mike McCaughan 864-2011 to inquire about designer walk through.</p> <p>Ask Bruce Hardy who was used as a interior designer for Myera Group</p>	<p>Tara</p> <p>Janis</p>

	<p>Should we look at establishing a capital improvement committee at this time? Possible members: Bruce Hardy, Paul Houde, Mike as board lead. Are there naming rights to be considered? Sponsorship wall. Invitation to community.</p> <p>Interior painting – cheque needed to pay Bob for the paint. White – walls and trim paint to be white</p> <p>Acoustic panels –</p>	<p>Discussion around establishing capital improvement committee to continue at next board meeting.</p> <p>Melanie to issue cheque to Bob Bilous</p> <p>Michelle will look into whether they are paintable and hangable.</p>	<p>All members</p> <p>Michelle</p>
8. Updating Peggy's Contract	<p>Awaiting feedback from Peggy re: contract. Fee per course per month?</p> <p>Goal: We need to find a way to charge a fair fee and we need to have consistent schedules provided by Peggy.</p> <p>Grant funds in the future pursued by the club will not be for Zumba related courses. Peggy can pursue Zumba funding from grants but through her business.</p>	<p>Will request that this feedback be received no later than the end of June.</p>	<p>Deanne</p>
9. Yoga	<p>Defer</p>		<p>Tara</p>
10. Fire Drills & Inspections –	<p>Mike will meet with Russ and Jaime from fire hall next week – prelim walk through. Likely we need to spend \$2500 to bring club up to code – looking at updates. Mike to put together a list of deficiencies – then will provide prices.</p> <p>Seek advice from Mike Tumber regarding best practices in light of pursuing multiple quotes prior to making large capital expenditures.</p>		<p>Mike</p> <p>Tara</p>
11. Club clean up day	<p>Clutter in storage rooms, needs to be gone through.</p> <ul style="list-style-type: none"> • Kitchen look through for old items • Garage – tidy, clean mats 	<p>Michelle will send out Doodle with potential dates on Mondays or Wednesdays for board members to</p>	<p>Michelle</p>

	<ul style="list-style-type: none"> June 10th – RM and girl guides will do town clean up. 	meet at club for clean up.	
12. Responsibilities for rentals, emails, phone calls, Facebook & Website	<p>Review of responsibilities from past year. Discussion around who will take on responsibilities for the upcoming year:</p> <ul style="list-style-type: none"> Tara willing to do calendar for website/facebook Coordinating with Crystal as cleaner: Michelle P Coordinating rentals via email: Michelle P willing to look at (Tara will connect with Michelle to organize) Facebook: Deanne Phone: Janis 		All
13. Additions to the Agenda	<p>Calendar of events: related to typical calendar year. Continue with practice of Lead on programming with second member as assistant.</p> <ul style="list-style-type: none"> Deane has created a spreadsheet with events and potential dates <p>Board member Access – building and Gmail account – everyone has access to email and google docs. Tara will distribute updated code for doors and email, place excel document in Docs for everyone to have access.</p> <p>Keys – need keys back from Sabrina</p> <ul style="list-style-type: none"> Inventory of keys – all to bring keys to next meeting, find out who has copies of the keys <p>Community Garden – Janis to connect with Kirsten to complete contract. Kirsten to plant garden by end of May.</p>	<p>Post spreadsheet of events on google docs and circulate via email. All members to review to indicate what they can take the lead on.</p> <p>Request keys back. Everyone to bring keys to next meeting.</p>	<p>Deanne</p> <p>All</p> <p>Tara</p> <p>Janis</p> <p>All</p> <p>Janis</p>
14. Adjournment 2116h			Deanne

Set Next Meeting – Michelle will do Doodle for June meeting