

SFXCC BOARD MEETING Minutes

Date & Time: 7:00 p.m. September 17th, 2018
 Location: SFX Community Club
 Attendees: Michelle Pinette, Tara Mullen, Melanie Kubas, Melanie Janzen, Joerg Zimmerman, Glen Dyck, Joel Martens
 Regrets: Paul Gillis

Item	Discussion	Action/Responsible
1. Call to Order 19h10		Meeting Chair
1. Review/Approve Previous Minutes Vice-President	<p>Approval of past minutes.</p> <p>No further progress regarding finding someone to move into the Vice President position. Discussion occurred regarding it being ideal to have vice-president move into president position to ensure continuity. The board will continue to discuss.</p>	<p>Joerg and Tara to revise constitution to include the ability of the board to determine positions after the AGM as well as clarity that more than 8 people can be part of the board – pushed to next meeting.</p>
2. Sub-Committee Info Gathering	<p>Good turnout at Info Gathering. There is a new member for each maintenance committee, finance/fundraising committee, and social media committee. There is a community member leading the Craft Sale. Events committee will need focus and development this year.</p> <p>Events – 3 members Finance & Fundraising – 2 members Rink & Grounds – 3-4 members Maintenance – 2 members Programming – 5 members Renovations – 4 members Social Media – 3 members</p>	<p>No action items at this time.</p>

<p>3. Sub-Committee Updates</p> <p>a) Maintenance</p> <ul style="list-style-type: none">• follow-up on items from June meeting	<p>a) Committee provided an email: Fire inspection checklist is still in the drafting stages. Waiting on a reply from the fire department re: yearly inspection. RM was approached re: having club inspection at the same time (Sept 27) - no reply to date.</p> <p>Repairs: Lock for warm-up shack: no progress. Allen key for front door: new key obtained but not installed to date. Counter top for canteen: used countertop did not work. Looking into another countertop. Will be updated before Fall Supper. AED batteries: have been replaced by the fire department. Janitor's closet: Lights have been donated and are being installed by a committee member. Breaker in the kitchen: committee member will replace breaker and submit a receipt. Canteen faucets: committee member will replace faucets and submit a receipt. Kitchen faucets: committee member will repair. Vacuum: filter was clogged. It has been cleaned and reinstalled. Appears to be working correctly.</p> <p>Having a maintenance committee working well. As large renovations are a ways away, the countertop in the canteen grill area needs to be operational for minimally 5 years. BBQ grill is clean.</p>	<p>a) Mel K. to see about Florform countertop donation and connect with Joerg.</p>
--	---	--

<p>b) Rink/Grounds</p>	<p>b) September 29th will be the day to fix up the rink. All plastic boards need to be re mounted with longer screws. Will need screws and boards. Discussing and decision to postpone the fencing as the priority needs to be repairing the boards. If the fencing gets pushed to next year, a solution will be needed for the warm up shack window.</p> <p>Joerg talked with committee member about Zamboni and tractor needing oil changes.</p> <p>New gravel will be needed to fill the rink. Tax receipts will be provided for any donations. Joel can coordinate gravel fill.</p>	<p>b) Joerg will post rink repair budget on WhatsApp. Joel will get surveyor to take a look at the rink to see what the gravel needs are. Joel to provide gravel budget quote. When Final date set, Joerg will let Tara and Michelle know. Tara will post on FB; Michelle will post on the website & reader board</p>
<p>c) Renovations</p>	<p>c) Joel provided minutes from committee meeting. Drywall/acoustic tiles were replaced in 2010/2011. Structurally the club, siding, and drainage is sound.</p> <p>Priority areas identified were the kitchen and bathroom. Asbestos/Abatement for floor is not terribly expensive.</p> <p>Looking at how to create accessible bathroom. Potential for a partition wall re: sewer pumps etc. Discussion occurred re: benefits for the kitchen/canteen one space. Potential ideal to block off hallway with doors to bathroom in main area. Jerry Muys had a good vision re: configuration of club.</p> <p>Committee member is working on some grant proposal. Get a package together that is accessible to</p>	<p>c) Joel to connect with Jerry Muys and Rene Fleury for history and vision around configuration.</p> <p>Joel to Keven Van Camp to be contacted re: history.</p> <p>Joel to contact Paul Houde re: grant proposal resources.</p>

<p>d) Fundraising/Finance</p> <ul style="list-style-type: none"> • hydro grant – indoor lighting • Aviva Community Fund 	<p>all board members to outline board goals. Look at pulling people together to complete a strategic planning.</p> <p>Headliner contact had mentioned that the church had originally funded the building of the club.</p> <p>d) Met with Rita Tully –accountant from area. Interested in being a part of the finance/fundraising committee. Discussed the idea of the sub-committee, determining an annual budget, and looking at projected costs. Rita was agreeable and indicated that a budget could be easily developed with quick books. Discussed funding requests and working with the other committees to complete grant proposals. Looking at the overall financial well-being of club and developing committee budgets.</p> <p>We haven't had a chance to apply for certain funding opportunities because we are not a non-profit. Need to partner with other community groups.</p> <p>As a succession plan, Rita is able to move into the position at the end of Mel J.'s term. Growing the finance committee is a priority.</p> <p>\$33000 in chequing account. Building fund \$6000. Y-T-D profit so far is \$16,500. Includes \$7200 lighting.</p> <p>Request brought forward for financial breakdown at each meeting- either brought to meeting or email ahead of time.</p>	<p>d) All board members to think about how to grow committee.</p> <p>Mel J. to call Rita this week to meet up and get acquainted with the books this fall prior to her going on holidays. Mel J. to provide update after their meeting.</p>
---	--	---

<p>e) Programing</p> <ul style="list-style-type: none"> • adult volleyball/baseball • Peggy's contract 	<p>e) Programming committee met at the end of July and created a WhatsApp group and SFX programming email account. Discussed current and past programming. Brainstormed future programming.</p> <p>CPR is booked. Only afternoon sessions left. Only looking at Men's Shinny for winter sports. Possibility to encourage a women's or kids pick up shinny. Decision was made not to go ahead with the Learn to Skate program as the rink is so open to the elements it gets cancelled too frequently.</p> <p>Question brought forward re: budget for programming committee to ensure good decisions around expenses are being made and areas for fundraising are being identified. There is no current budget, but it is part of the Finance & Fundraising committee to develop budgets for the various sub-committees.</p> <p>Recycle everywhere program contacted re: recycle bins. Garbage one side/recycling one side= 32 gallons on each side for \$135. Suggesting of creating a beer can recycling. Decision to purchase two bins.</p> <p>Suggestion of a donation box or one person picking up shinny donations and at the end of the season a cheque will be given to treasurer. Suggestion for poster at events outlining what fundraising is going to. Discussion of possibility of returning empty beer cans after events for a profit</p> <p>Soccer and baseball next summer – committee</p>	<p>e) Joel will pick up the recycling bins.</p> <p>Glen to look at announcement board and donation box or slot for in warm up shack.</p> <p>Glen to meet with Marc Tellier to discuss use of the club.</p> <p>Michelle to provide Glen contact information for Babysitting/home alone course.</p> <p>Michelle and Glen to get Peggy's contract signed.</p> <p>Michelle to create short information sheet about the various committees for Fall Supper information table.</p>
--	---	--

<p>f) Events</p> <ul style="list-style-type: none"> • End of Summer Bash • Fall Supper • Craft Sale 	<p>member will lead. A meeting was set with the SFX school principal to explore the possibility of partnering to offer programming (such as dodgeball or floor hockey) at the school in the evenings. Discussion concluded that there would likely need to be supervision and there may be the possibility of a contract.</p> <p>The programming committee is looking at more input from community. Idea for a suggestion box at the Fall Supper and other events. This may possibly provide more suggestions from seniors in the community. Decision made to have a gift card draw to encourage participation. Suggestion made to set up a table with information re: programs and committees at the Fall Supper and also have a short survey to fill out.</p> <p>Looking into running another baby sitter and home alone course.</p> <p>Not going to offer movie nights this year, but instead look at social nights to encourage participation from more community members. An idea is to stream Jets games. Suggestion to look at a potential sponsor for a satellite dish.</p> <p>f) End of Summer Bash went well, the band was great. Having the supper tickets sold in advance was well worth it because of the weather. Decision to hold the Bash the weekend after the banjo bowl next year as the turnout was low. Suggestion to possibly move Fall Supper weekend to after Thanksgiving to spread out the events. Food went over well. Volunteers and</p>	<p>f) Joerg will discuss axe throwing/waivers with contact.</p> <p>Joel to talk with Toledo about meatball donation. Mel K. to talk with Pratt's for 1400 meatballs.</p>
--	--	--

set up was great. It was a good family event. Axe throwing was a very well attended event. Suggestion to build our own axe throwing event as it made \$460 at the Bash. Fireworks are being stored at the fire hall.

Suggestion to look at a Sponge Hockey tournament or Winter Carnival. Suggestion to use the fireworks from the End of Summer Bash for the Winter Carnival or for a New Year's party. January to end of January would be an ideal time frame.

Fall Supper is approaching fast. There are concerns regarding the temperature of the meatballs. Decision not to serve meatballs. Suggestion to purchase meatballs to avoid the time crunch. Electrical issue on freezer was fixed, but club will need to purchase a new deep freezer.

Volunteer needs:

- Sept 26 Wednesday Tara will be picking up 26 turkeys mid-afternoon. Drop off will be between 4 and 7.
- Sept 28 Friday Table and chair set up at 5:30pm
- Sept 29 Saturday Prep 10am-2pm. Food donates and bake sale items are dropped off. Cutting pickles, salads etc.
- Sept 30 Sunday carvers; we need food handlers certificates someone in the back kitchen to supervise and oversee. 11-2 prep. 4pm and 6pm sittings. Carvers are set - 3 for each sitting.

Motion to approve cost for 2 food handler's certificates. \$93 per. Passed.

Joel will look at Mel K.'s freezer to see if the club would like to purchase it.

Joel and Tara to take food handler's certificates.

