

COLLEGE PARK RECREATION ASSOCIATION MEETING MINUTES

LOCATION: College Park School

DATE: 13 Jan 2015

CHAIRPERSON: Brent Wolfater

1. Meeting was called to order at 7:10.
2. Agenda – approved as circulated
3. Attendance

Position	Name	
President	Brent Wolfater	Present
Vice President		
Past President	Michelle Lahti	Present
Secretary	Michelle Deschamps	Present
Treasurer	Trevor Allen	Present
Indoor Coordinator	Sue Pineda	Absent
Newsletter Editor	Kamini Lakhanpal	Present
Newsletter Distributor	Leeanne Stoski	Absent
Equipment Coordinator Soccer Coordinator	Mark Shimel	Regrets
Facilities Coordinator	Nick Olenick	Absent
Community Garden	Vacant	
Civic Coordinator	Vacant	
Rink Coordinator	Chad /Steve/Neal Dear	Neal
Website Coordinator	Jessica Smith	Present
Registrar Fun Day in the Park Coordinator	Tanya Walker	Present
Community Services Liaison	Lisa Thibadeau	Present
College Park School Liaison	Kristen Harms	Present
Guests		

4. December meeting proceedings reviewed.
  - Jan 24<sup>th</sup> equipment sorting at 1:-30 at the rink shack. Members are encouraged to keep an eye out for items that can be used for Fun Day in the Park
  - Family Day skating outing was poorly attended in the past. Nothing planned for this year
  - Jan 18<sup>th</sup> is the deadline for the next newsletter.
  - Newsletter carriers need to be recruited.
  - Suggestion that a PDF of the newsletter be posted to our website
  - Soccer Registration will be Feb 26<sup>th</sup> at 6:30 in the small gym at Cardinal Leger.

5. Old Business:

- Volunteer Appreciation gift cards – Michelle L. is still working on those.
- Rink Improvement Grant check has not been received yet. **Lisa Thibideau to check with Art.**
- Minutes from November Meeting are outstanding: **Michelle D. to submit**
- Signage for the rink needs to be installed.

6. Reports from the board

**President:** Reviewed outstanding items as above. Action Item for **Brent: Create reminders of when reports and audits are due.**

Also reviewed correspondence received via Email.

**Vice President:** vacant

**Past President:** Follow up report for Fun Day in the Park 2014 has been submitted. Cheque should be received soon.

**Secretary:** suggestion was made to post meeting minutes on our Website. We agreed to trial posting them with the AGM minutes and proceed from there.

**Treasurer :**

**Date: January 13, 2015**

**Report for Month:** January

**Follow-up from last month's meeting:**

- Volunteer appreciation expenses (~\$500)
- Fun Day in the Park Grant (~\$1,900)
- Rink Improvement Grant (~\$2,500)
- Purchase sign for rink (\$500 budget)
- Sask Lotteries Grant
- Youth program funding (~\$500)

**What did you do in the past month?**

- Collected CPRA records and sorted/organized them.
- Financial records are ready to be stored
- Paid all instructors from Fall program schedule

**What will you do in the upcoming month?**

- Would like to put financial records into storage

**Recommendations and rationale why (include any financial implications):**

**Motions:**

- Someone review the meeting minutes previous years and store with the financial records.

**Issues/Concerns/notes:**

· Noticed that people are putting their e-mail addresses on the registrations and asking to be on our mailing list. Do we have a mailing list?



2015 January -  
Program Activity.pdf



2015 January -  
P-L.pdf

Discussion re mailing list: Antispam legislation requires us to have a check box indicating that the signee agrees they may be contacted by email. The information on our registration forms is sufficient for that purpose. They need to be kept x 3 years and we need to provide an option for people to unsubscribe if they choose.

**Indoor Coordinator:** Sue has relocated to El-Salvador. Michelle L. provided the following program updates on her behalf: Fun volleyball cancelled due to insufficient numbers, Youth floor hockey had enough people sign up but there was a scheduling conflict. **Nick Olenyk to reschedule.** Yoga instructor has undergone knee surgery so that class has been delayed by 4 weeks. Babysitter course needs a Red Cross trained instructor. **Michelle. L to contact Red Cross.** Monkey Madness had 4 sign up but need 6 to break even. Little artists also did not have enough to break even so perhaps they could be combined to one class.

**Newsletter Editor :** Deadline for next newsletter is Jan 18<sup>th</sup>.

The printer underbilled us by about \$400, so we will be receiving an invoice for that.

**Newsletter Distribution Coordinator :** No report

**Rink Coordinator:** Need to investigate the cost of insuring the quad.

**Soccer /Equipment Coordinator:** No report

**Facilities Coordinator :** No report

**Civic Coordinator:** Vacant

**Website Coordinator:** An email was received re: asset recycling of electronics. We could consider linking electronic recycling to the Curbside Swap if the company can pick them up or perhaps with Fun Day in the Park if we wish to collect items on behalf of the community.

**Registrar:** Registration night had a small turn-out but was a good learning experience.

**Fun Day in the Park Coordinator:** Sask Lotteries Grant is just about ready to submit. It is due on Jan 15<sup>th</sup> at 4:30. The project budget was kept the same as before. We are encouraged to complete a "special Events" Application for park bookings. Main activities are already booked (bouncy castles and Warren the Balloon Man). We are hoping to get the Pow Wow Dancers to give a demonstration and also are looking for someone to run the concession.

**College Park School Liaison:** No Report

**7. Community Services Liason:**

- Art Lord has announced his retirement. Community consultant report submitted by email.
- University Bridge Rehabilitation FAQ's report circulated

**8. New Business: Newsletter Routes need to be re-evaluated.( Brent)**

**Next meeting:** Feb 10<sup>th</sup>

/Steve. Carried

Motion to Adjourn at 08:25: Michelle D.