

College Park Recreation Association

Monthly Executive Meeting

Wednesday, April 10, 2019; 7:00 pm; Ecole College Park School – library

MINUTES

In attendance:

√	Helen Armstrong		Jessica Smith
√	Brent Wolfater	√	Steve Cameron
√	Evan Sharp		Malvina Rapko
	Leah Howie		Scott Gjesdal
√	Kamini Lakhanpal		Jami Gering
	SueAnne Harms	√	Mark Planchot
	Aaron Wright		Adam Goertz (new)
	Mark Shimmel		Lukmon Bolarinwa (new)

Quorum (general meeting) = 30% of sitting + 1 = 5 (quorum reached)

1. Call to order
 - Helen called the meeting to order at 7:10 pm
2. Special Guests
 - Two residents from College Park (Adam Goertz; Lukmon Bolarinwa) have come forward interested in joining the CPRA. Motions were made to approve these members into the executive in the following positions:
 - Adam Goertz – MAL (Co-Rink Coordinator) Moved by Brent; Seconded by Evan – CARRIED
 - Lukmon Bolarinwa – MAL (Assist with Website/Social Media) Moved by Steve; seconded by Brent - CARRIED
3. Approval of Agenda
 - Motion: to approval agenda with the following revisions: 1) change date of meeting to be April 10th, 2) add “Creating a CPRA email grouping” to the new business section. Moved by: Brent; Seconded by: Steve – CARRIED
4. Approval of minutes – March 13, 2019
 - Accept minutes as presented. Moved by: Evan; Seconded by: Adam Goertz – CARRIED
5. Review of Old business (action items & tabled items from past minutes):
 - Signing Authority (Affinity) for Evan, Brent & Helen – DONE
 - Rink repair assessment (Helen, Mark, Scott) – DONE
 - Steve to coordinate repairs of vandalized rink lights – DONE
 - Coordinate repairs of rink nets – **ACTION:** Mark S to coordinate by end of April
 - Pass along 2019 registration spreadsheets to executive – **ACTION:** Helen to pass along these spreadsheets that SueAnne shared in March.
 - Discuss rink repairs needed and which rink grant to use/apply on – WILL BE DISCUSSED IN RINK COORDINATOR REPORT SECTION
 - Future park enhancements (picnic table, etc.) – **TABLED**
 - Add information to May newsletter on Community Clean up (Helen) – DONE

- Confirm that application is done and date set for Community Clean up (Helen) – DONE (set for June 1)
- Review of CPRA short/long term goals – **TABLED**
- Review & update CPRA policies & practices – **TABLED**

6. New Business

- Annual CA grants – Evan to cover in executive reports
- CPRA email grouping
 - **ACTION:** Adam to work with Helen to create an email grouping that can work to include all CPRA executive. Helen to also follow up with Jessica (perhaps an email can be made that will distribute this to all executive).

7. Executive Reports

- President:
 - Helen indicated that she has been busy connecting with executive on a number of items including getting details on the Community Clean up sorted out. The clean up event is confirmed for: June 1, 2019 from 8:30 – 9:00 am (orientation), 9:00 am – noon (clean up), and noon – 1:00 pm (free lunch/socializing).
- Vice President: No report
- Treasurer:
 - Working on completing the annual grants needed at the end of April – most items are now in except the rink operating grant which doesn't need to be submitted until May 15th.
 - Current budget shows a deficit of \$1,269.11, however, once the annual grants from the City come in May (approximately \$4,000) this balance for the year will be positive.
 - Also important to note that the Cost As A Barrier (CAAB) summary for 2018 now has been submitted to the City and only \$100 of the potential \$811 allocated was used. These funds cannot be carried over to 2019, so we should start thinking of how we would like to use these funds going forward (for the spring 2019, fall 2019, winter 2020) period.
- Secretary: No report
- Newsletter Editor:
 - There are 5 small business card size ads to be included in the May newsletter along with Presidents message, Community Cleanup, summer playground ad.
 - **ACTION:** Kamini to create a small ad letting people know that a Rink Work Bee/BBQ" is coming up in the summer and watch the website for details. Steve/Mark to review the ad and help with details.
 - Newsletter to be delivered May 15/16 or May 18/19 depending on when it is available.
 - **ACTION:** Helen to look for people to deliver newsletter, otherwise Kaminai will use Kelly to distribute.

- Indoor Coordinator:
 - Overall good winter 2019 season – profit of \$221 plus profit from ball hockey and floor hockey programs (see attached spreadsheet for details)
 - The 4H program was offered this winter, and although directly run by 4H, it is a partnership program where the CPRA handles registration of this program and charges a membership fee for people to register. Executive indicated that they continue to support this partnership for the upcoming fall 2019 season.

- Facilities Coordinator: No report

- Soccer Coordinator: No report

- Website Coordinator: No report

- Rink Coordinator:
 - Steve will be staying on for 1 more year as a co-Rink Coordinator with Adam.
 - A motion was made at the March 2019 meeting to spend up to \$1,500 on rink repairs this summer – however, we still have not decided to this point what repairs will be done in 2019 and who will be overseeing this repair process (i.e. make it a rink work bee or hire contractor).
 - Following discuss it was decided that for 2019 repairs such as scraping the rink board, paint & replacement of damaged/rotting boards is all that will be done. Once there is increased interest in the rink – the executive will look if a larger scale repair should be done (replacement of most of rink boards, fix heaving rink net poles, adding base material that will settle to be a semi-hard surface, etc.).
 - **ACTION:** Steve will get a quote how much a company would charge to scrape and repaint the rink (inside & out – prime & paint) for the May meeting so a decision can be made.

- School Liason (College Park): No report

- School Liason (Cardinal Leger): No report

- School Liason (Evan Hardy): No report

- Member At Larges (Adam, Lukmon) – No report (just shared background)

- Community Consultant: Mark shared an update on the deadlines in his April report as well as the training workshops coming up (Indoor Coordinator – Apr 16, IT Summit – May 11). See attached report for details

- Vacant Positions: Special Events Coordinator,

8. Adjourn – 8:34 pm; motion – Steve

Next Meeting – May 8, 2019