

College Park Recreation Association
Board of Directors' Meeting
Wednesday June 12, 2019 7:00 pm
Ecole College Park School Library

Meeting Minutes

Attendance:

Helen Armstrong	x	Adam Goertz	x	Mark Shimmel	
Clara Kim	x	Mark Planchot	x	Steve Cameron	
Brent Wolfater	x	Scott Gjesdal	x	Jami Gering	
Evan Sharp	x	Malvina Rapko	x	Aaron Wright	
Jessica Smith	x	SueAnne Harms	x	Leah Howie	x
Kamini Lakhenpal	x				

1. Call to Order

Helen called the meeting to order at 7:05 pm.

2. Approval of Agenda

Motion to approve the agenda with additions moved by Jessica, seconded by Evan. Carried.

3. Adoption of May Minutes

Motion to adopt the minutes moved by Brent, seconded by Jessica. Carried.

4. Business Arising from Minutes

None.

5. Old/Standing Business

6. Continued Business

Rink Repairs:

Mark has received two quotes to pressure wash and paint the rink for \$3800 and \$5000. Alternatively, the CPRA could rent a pressure washer, buy paint and complete the work with volunteers for approximately \$1000.

The CPRA has decided to complete the work with volunteers in September. The rink will be pressure washed on Saturday September 14 and painted on Saturday September 21. The principal of Cardinal Leger will be invited to ask the parents council to organize student participation in the painting weekend. Two gates will need to be built as well and painted.

Mark and Helen have cleaned out the CPRA shed in the city rec unit at the rink. The lean-to shed needs to be cleaned up.

Adam and Scott to obtain quotes on paint and to begin purchasing supplies during the summer of 2019.

Motion to approve up to \$2000 on washing, painting, and repairing the rink and building gates in September 2019 moved by Scott seconded by Adam. Carried.

Clean-up Event Review:

The back alley clean-up was a success. 2 ½ Loraas bins were filled (1583 kg).

For next year, Brent suggested that the map be colour coded so that it is easy to assess which areas have been cleaned and send out groups more efficiently.

The group discussed potential ideas for tackling the graffiti, including the possibility of paying various community groups (cadets, girl guides, students from Holy Cross etc) honorariums for volunteering to help clean up graffiti.

Motion to donate \$30 to the Cardinal Leger grade 8 farewell moved by Adam, seconded by SueAnne. Carried.

7. New Business

Programming for fall

Helen discussed getting reflective shirts or vests for the College Park Plalkers and Snow Angels. Co-op may be interested in donating. Helen will

Malvina suggested putting “College Park Community Volunteers” on the vests so that they can be used for more than one purpose.

SueAnne will be developing the budget further for fall programming; it will be presented at the August, 28, 2019 meeting.

Criminal Records Check and Vulnerable Sector Check

Criminal record and vulnerable sector checks will cost \$35/instructor.

Mark will work with SueAnne to draft a policy for the CPRA on criminal record and vulnerable sector checks. The draft policy will be presented to the CPRA for discussion and approval at the August 28, 2019 meeting.

Motion for CPRA to cover the cost of criminal record and vulnerable sector checks for all instructors and volunteers involved in CPRA programming with vulnerable persons moved by Malvina, seconded by Scott. Carried.

Newsletter Advertisement Policy and Processes

Whether to give donors to community events discounts on advertising in the community news letter was discussed and decided against. Whether to give regular advertisers a discount was discussed and decided against. The board decided to thank donors by ensuring they are identified in the newsletter following the community event.

Mark and Kamini to develop and present a draft newsletter advertising policy for discussion at the August 28 meeting.

Preparation for AGM

All CPRA board members with budgets to prepare budgets for discussion and delivery to Evan at the August 28, 2019 meeting.

AGM preparation will occur at the August 28 meeting.

8. Information Reports

President – Helen Armstrong

- No report

Vice-President – Brent Wolfater

- No report

Treasurer – Evan Sharp

The CPRA needs to have its accounts reviewed. Evan recommended retaining a CPA to do the review as opposed to a bookkeeper. Evan will find quotes from a few CPAs to do the review, and the CPRA will then vote by electronic motion to authorize the use of funds for the review.

Secretary – Leah Howie

- No report

News Letter Editor – Kamini Lakhanpal

The fall newsletter will contain a one page article discussing the success of the back alley clean up and thanking and identifying those who donated to the event.

July 18 is the deadline to submit newsletter material to Kamini. The newsletter will be distributed by August 28.

Helen to follow up with Girl Guides re delivery of the newsletters.

Facilities Manager – Aaron Wright

- No report

Soccer Coordinator – Mark Shimell

- No report

Website Coordinator – Jessica Smith

- No report

Rink Coordinator – Steve Cameron

- No report

Mark Planchot - Community Consultant

Mark will be circulating information and materials for the AGM in advance of the August 28 meeting.

9. Future Agenda Items

None.

10. Next Meeting Date

The next meeting will be August 28, 2019.

11. Adjournment

Motion to adjourn moved by Scott. The meeting was adjourned at 9:05 pm.