

**College Park Recreation Association, Board of Directors' Meeting
Wednesday, February 12, 2020, 7:00 pm, École College Park School Staff Room
Meeting Minutes**

Attendance:

Helen Armstrong	x	Kamini Lakhanpal	A(bsent)	Mark Shimmel	x
Clara Kim	x	Adam Goertz	A	Steve Cameron	A
Brent Wolfater	x	Mark Planchot	x	Jami Gering	R
Evan Sharp	x	Malvina Rapko	x	Lukmon Bolarwina	x
Jessica Smith	R(egrets)	SueAnne Harms	x		

1. Call to Order

Helen called the meeting to order at 7:00, and welcomed guest City Councillor Sarina Gersher.

2. Approval of Agenda

Motion: To approve agenda; moved by Malvina, seconded by Clara; all in favour.

3. Review of January Minutes

Motion: To approve minutes of January 8, 2020 meeting; moved by Evan, seconded by Mark S; all in favour.

4. Business Arising from Minutes

Most action items, as noted in minutes from January 8, have been addressed. Communication of the postponement of the Fun Day did not reach everyone, as someone showed up for the event. It was suggested that the next time a disclaimer be included that the event will be cancelled if there is inclement weather. All purchases for the event are being stored at Helen's house. Helen did not put out a call for volunteers to check the rec centre (an action item); rather, she asked Brent to assume responsibility for the coordination of the flooding and maintenance of the rink, including checking the rec centre, to which he agreed.

5. Old/Standing Business

- Criminal Records Check and Vulnerable Sector Check: Reviewed status of checks done for instructors and CPRA members. SueAnne noted that two more CRC/VSC needed to be done and submitted to her for confirmation. Helen reminded the CPRA members to also complete the process and scan in and email their CRC/VSC letters to her (needed by those who have access to CPRA money and/or property).
- Rescheduled Fun Day: Clara noted that she does not have time for a Fun Day this winter now. It was decided to consider a spring or summer event.
- Rink plans and dates for refurbishing
It was decided to try for the rink pressure washing and painting this spring, with the pressure washing to be done as soon as possible after the rink ice is thawed, with a gas pressure washer to be rented for the job. Brent offered to organize that work. Painting will be organized as soon as weather permitting after the pressure washing. **Reminder: Continue the plans during the March and April meetings**
- Back alley clean-up plans and date
It was decided that we would try for Saturday, June 6, as our back alley clean-up date for this year. If there is no spring newsletter, we will need volunteers to home deliver the note on details, as well as communicate through the schools, social media, and on our website. **Reminder: Continue the plans during the March and April meetings**

6. New Business

- Rink update with plans for public skating times; new volunteer(s)
Helen offered to supervise free public skating (with hot chocolate and treats) times each day, Monday to Friday, February 17 to 21, from 2:00 to 3:30. SueAnne offered to help on Tuesday, and Malvina on Wednesday. Malvina will communicate the skating times to the two elementary schools, and Lukmom

will communicate same via Facebook, Instagram, and Twitter. **Action: Helen to ask Jessica to communicate the skating times on the CPRA website.**

- Sarina Gersher communication: Sarina noted that she is hosting ‘meet your councillor’ coffee and conversation times on February 19 (6:00 p.m. – 8:00 p.m.), and March 18 (9:00 a.m. – 11:00 a.m.). As well there will be a town hall meeting at Ecole College Park School on April 9, from 6:00 p.m. to 8:00 p.m., which will include the mayor and will involve a question and answer format.
- Electronic motions: The following motions were sent by email on February 24, inviting input. Both motions were moved by Malvina, seconded by Clara, and approved by Evan, Mark S, Jessica, Kamini, Lukmon, Brent, and SueAnne by February 25

Motion #1: That we, the CPRA, approve the expenditure of up to \$200 for the purchase of treats for give-away at the Campion Crescent rec centre during opening times for skating and sledding

Motion #2: That we, the CPRA, approve the expenditure of up to \$150 for the purchase of storage bins to consolidate the storage of CPRA materials in the back room of the Campion Crescent rec centre.

7. Information Reports

President – Helen Armstrong noted that she and Brent had met with Kayla and Bernard from Rayner Agencies to review and update our CPRA insurance policies. **Action: Brent will provide Helen with information on snow blower and quad for insurance updates.**

Vice-President - Brent Wolfater noted that he has been working to get the rink flooded and that we have had interest in the rink expressed by two volunteers, Shaun and Wayne. Brent, with an ‘assembly of people,’ is coordinating the rink flooding and maintenance, as well as rec centre checks. **Action: Brent will also run off some of the rec centre check list forms and post in the rec centre.**

Treasurer – Evan Sharp noted that he will send financial updates as soon as possible

Secretary – Vacant (filled by Helen; no report)

News Letter Editor - Kamini Lakhanpal (Absent, NR)

Indoor Activities Coordinator – SueAnne Harms gave an update on the winter programming with some days having to be rescheduled or cancelled for some programs. She noted that Youth on the Move are having a Valentine’s dance and free time on Friday, February 14, from 7:00 p.m. to 9:00 p.m. Helen noted that we have a new person wanting to volunteer, Jenna Leung, also a student in Kinesiology, who **(Action) she will connect with SueAnne, as Jenna may be willing to help her.**

Facilities Manager – Mark Planchot, who is filling in as Facilities Coordinator, conversed with SueAnne on dates that needed rescheduling and/or cancelled for some of the programs. Helen noted that we may have a new volunteer interested in this position.

Special Events Coordinator – Clara Kim noted (as previously addressed) that the Winter Fun Day will be cancelled for this year.

Soccer Coordinator - Mark Shimell has sent an email with details of spring soccer. **Action: Malvina will communicate that information to the two elementary schools. Lukmon will post to the social media platforms. Mark will contact Jessica to remind her to also post on the CPRA website.**

Social Media Coordinator – Lukmon Bolarwina noted that he is getting the social media platforms up and running after having to wait out a period from Clara’s to his responsibility for same.

Website Coordinator – Jessica Smith (R/NR)

Rink Coordinator – Steve Cameron (Absent so NR, but an update from Brent)

College Park School Liaison – Malvina Rapko noted that it has been staff appreciation week at College Park School, with numerous recognition events, and also reminded us of the March art display at Sobeys.

Evan Hardy Collegiate Liaison – Jami Gering (R/NR)

Members-at-large – Adam Goertz (A/NR)

Community Service Liaison – Mark Planchot provided the shared update on our CPRA programs and booking; as well, he noted that information will follow on a planned volunteer appreciation event. .

8. Future Agenda Items - None as noted at meeting

9. Next Meeting Date – March 11, 2020

10. Adjourn – Moved by Malvina at 8:55 p.m.