

College Park Recreation Association
 Board of Directors' Meeting
Wednesday, November, 2019, 7:00 pm
 École College Park Library
Meeting Minutes

Attendance:

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

1. Call to Order

Helen called the meeting to order at 7:00.

2. Approval of Agenda

Motion: To approve agenda, with amendment (removing Leah Howie's name from Secretary); moved by Brent, seconded by Clara; all in favour.

3. Review of September and October Minutes

Motion: To approve minutes of September 2019 meeting; moved by Mark S, seconded by Brent; all in favour.

Motion: To approve minutes of October 2019 meeting; moved by Clara, seconded by Lukmon; all in favour.

4. Business Arising from Minutes

All action items, as noted in minutes from September and October, have been addressed.

5. Old/Standing Business

- Review of CPRA policies and practices, including a CPRA Board orientation. Mark P led us through the orientation with reference to the documents as circulated (and attached to accompany these minutes). In response to a query from Helen, Mark noted that a donation for equipment (for example) that is to be placed on City of Saskatoon land might be issued a tax-deductible receipt by the City, but not by the CPRA.

Motion: That the CPRA replace the position of Registrar (misspelled Register in CPRA Governance documents) with the position of Social Media Coordinator, and that two Member-at-Large positions be added to the CPRA; moved by Clara, seconded by Brent; all in favour.

Note: This amendment to the bylaw concerning executive positions is only temporary until it is ratified by the membership at the next Annual General Meeting.

- Criminal Records Check and Vulnerable Sector Check: Review status of policy for instructors: **Action:** Mark S and Helen will polish changes to the CPRA policy on CRC and circulate the document prior to the December meeting.

6. New Business

- Creation of a social media position

Motion: That Lukmon Bolarwina be nominated as the CPRA Social Media Coordinator; moved by Brent, seconded by Mark S; all in favour.

- Winter class programming

SueAnne reported that the following classes will be offered for the winter term: Monkey Madness; Run, Jump, Throw; Family Yoga; Chair Yoga; Little Artists; Introduction to Painting; Plalkers and Snow angels; Welcome to the Neighbourhood; 4-H; and Youth on the Move. (Helen noted that we might consider offering a Mediation and Mindfulness class in the spring or fall).

- CPRA goal setting for 2019-2020

This item will be addressed in future meetings, but it was noted by Mark P, and agreed by all at the meeting, that one of our areas of concentration is *improved communication with the College Park community*. Several at the meeting noted that our programs and initiatives would enjoy more success with improved communication with the following platforms: social media presence; electronic school newsletters; printed CPRA newsletters and delivery to all the apartments/condos in College Park.

Note: Going forward we as an executive will be putting motions forward in order to improve some of these communications strategies (e.g., motion in Newsletter Editor section below).

- Best meeting dates and times revisited

Those present noted that the second Wednesday of the month at 7:00 p.m. at College Park School Library is fine, and that any change would still create challenges for some of the members.

7. Information Reports

President – Helen Armstrong: No report (NR)

Vice-President - Brent Wolfater

Brent noted that he needed to complete our annual registration with the Information Services Corporation.

Treasurer – Evan Sharp (Regrets, so NR)

Secretary – Vacant

News Letter Editor - Kamini Lakhanpal (Regrets, so NR)

SueAnne noted that we may get more registrations for our programs if the newsletters were delivered to all the apartments/condos in College Park.

Motion: That the CPRA spend up to \$500 to deliver the December newsletters to all apartments in the College Park community; moved by SueAnne, seconded by Clara; all in favour.

Mark P noted that he would coordinate that delivery between the City of Saskatoon and Canada Post, tha the City would initially pay for the delivery and that the CPRA would then reimburse the City.

Motion: So as to better communicate the CPRA programming, that the December newsletter include details of the winter programming, as well as dates for on-line and for in-person registrations, on its front page, with just a one or two sentence greeting by the President; moved by Mark S, seconded by Brent; all in favour.

Indoor Activities Coordinator – SueAnne Harms

Report included under ‘winter programming’.

Facilities Manager – Aaron Wright (Regrets so NR)

Special Events Coordinator – Clara Kim

Clara elaborated and sought feedback for a planned outdoor winter event in Gerard Hersberg Park that would include sledding and ice sculpting, as well as concessions (e.g., hot chocolate and cookies). January 18 from 1:00 p.m. to 3:00 p.m. was chosen as the date/time, with the Rec Centre as our focal/meeting place for registration, warm up, and treats. **Action:** Mark S will ask his wife if she might come with her cotton candy machine! We might also be able to canvass area businesses (e.g., Mystic Java; Tim Hortons) for hot chocolate, coffee, and treats. **Action:** Clara will ask Malvina for the prizes purchased for a cancelled fun-day last year so that all participating children might receive a prize (e.g., for participating even if not for the best snow sculpture). **Action:** Clara will ask Jami if she might help to get some student volunteers from Evan Hardy Collegiate to help out with the planned activities. **Action:** Helen offered to contact Steve Cameron to let him know about the event plans and that we would need to book the prepared (with newly flooded ice) rink for that day (as we will include skating, shinny, and/or 'ice bowling'). **Action:** Clara will contact Kamini, Jessica, and Lukmon with the information to be included, respectively, in the newsletter, on the CPRA website, and on social media. **Action:** Clara will email the CPRA with a list of the roles/jobs that she will need volunteers for (Helen offered up front to help with the canvassing for and purchasing of supplies for the event).

Soccer Coordinator - Mark Shimell (NR)

Social Media Coordinator (added) – Lukmon Bolarwina

Lukmon noted that he has already created Twitter and Instagram accounts to add to the Facebook account that Clara had already created. He noted that College Park has a population of approximately 6000 people so that an increased social media presence should bolster the awareness of the CPRA and its programs and initiatives.

Website Coordinator – Jessica Smith (Regrets so NR)

Rink Coordinator – Steve Cameron (Absent so NR)

College Park School Liaison – Malvina Rapko (Regrets so NR)

Cardinal Leger School Liaison – Vacant

Evan Hardy Collegiate Liaison – Jami Gering (Absent so NR)

Members-at-large – Adam Goertz (aka rink helper; absent so NR)

Community Service Liaison – Mark Planchot

Mark noted several aspect of his report as sent out (attached as part of the minutes)

8. Future Agenda Items - None as noted at meeting
9. Next Meeting Date – December 11, 2019
10. Adjourn – Moved by Clara at 9:10 p.m.