

**Phoenix Recreation Association
February Board meeting
February 24th, 2020**

Called to order by Yvonne Dube at 7:00pm

Present: Yvonne Dubé, Whitney Kostiuk, Blaine Clapham, Lisa Krishka, Marian Templeton, Yolande Franzmann, Jennifer Rothwell, Jana More, Candice Johnson,
Regrets: Susanne Moore, Rob Bell, Chase Ward, Gerry Munday, Courtney Larkin.

Motion to approve minutes dated January 20, 2020 by Blaine. 2nd by Marian. All in favour. Motion passed.

Reports:

Presidents Report: Yvonne Dube

- shared email from a concerned community member regarding ice out backdoor of hockey hutch at the carnival: RM council rep with bring up the issue with the RM to address the concern. Mats outside of doors has also been added to the *notes* for next year's carnival. Mats are a necessity for next year's carnival.
- Chase the Ace: How is the sign up from the board? Marian is asked to resend email to board members to sign up
- Asked Lisa regarding Logo - no news as of now.
- For the 2020-2021 year: Jennifer will step down as secretary. Whitney will step down as Vice President, Lisa is unsure regarding her position as communications coordinator. All others board members present will let their names stand in their positions.

Vice Presidents Report: Whitney Kostiuk

- carnival: helped with Carnival (silent auction)

Treasurers Report: Blaine Clapham

- Carnival number completed – Marian will present numbers, and I can help with questions at that time.
- Government standing: Manitoba annual return has not been filed since 2016, company is not active. Have revival documents to complete and submit to provincial government.. Must be done in person, there will be fees associated with the revival Federal government
- Have contacted accounting firm to confirm requirements
 - T1044 NPO Information return – believe this return is not necessary due to assets of less than 200k
 - T2 Corporate return – believe we will be required to file as we are a corporation

Financial Policies

- I have found that larger organizations (i.e. indoor arena's) have more rigid policies. Smaller CC's (i.e. Woodhaven, Robert Steen, Valour, Victoria Beach) have more general policies with common points such as:
- No member can incur expenses on behalf of the community center without approval from the board.
- Two signatures on any contract

Financials

- Sent out Balance Sheet, Profit and Loss and Statement of Cash flows as at Jan 31st, 2020
- Sent out Profit and Loss by Class as of Jan 31st, 2020

Moving Forward

- Complete revival of Corporation
- Confirm with CPA firm filing requirements with CRA
- February Financials
- Nursery school tax slips to be emailed out
- Start budget process

Secretary: Jennifer Rothwell

- shared 'coles notes' version of Robert's Rules of order/PRA contact list for binders - reminder to keep binders up-to-date for board member position.
- **Motion:** Jennifer made motion to spend up to \$75 to purchase 4 copies of the book "Robert's Rules of Order" for the executive binders. 2nd by Blaine. All were in favour. Motion passed.

Hockey: Gerry Munday and Rob Bell

- no report

***Question from board: Purchase of pucks and pylons: where are they?**

***If you have questions regarding hockey - email Yvonne by Thursday, February 27th at 5:00pm - she will send questions to Gerry and Rob.**

Softball: Jana More

- AGM was last week - plan is for Headingley to host 2 teams this season. Mon/Wed and Tues/Thurs.
- Registration will be online this year
- Will be getting Quotes for jerseys - we will need another set for this upcoming season
- Also will get quotes for caps or visors for all players

- Softball boundaries are changing and softball players will be playing out of their local clubs only

Baseball: Jack Bell

- waiting on St. James - no information for the upcoming season yet.
- **Motion:** to re-imburse up to 50% of registration fee for your child for up to two coaches per team at all levels for Headingley Host Teams for Baseball for the 2020 Spring Season 2nd by Blaine. All were in Favour. Motion Passed

Nursery School: Candice Johnson and Courtney Larkin

- Craft at Carnival: feedback is to look at the time slot and consider offering right at after the pancake breakfast
- looking to do another fundraiser - details will come
- **Motion:** Nancy is paid as acting director on days that Ursula is absent. This is to include backpay starting January 1, 2020. 2nd by Whitney. All were in favour. Motion passed.
- Mon/Wed/Fri: is already full for next year. Tues/Thurs. is also filling up for next year.

Youth Convener - Chase Ward

- No report

Special Events: Marian Templeton

Carnival:

- Planning a windup meeting with Carnival Committee in a week or so.
- see Blaine's report for the financial info.
- Volunteers 148 we need to pull the carnival off. Pretty much did it! 5/6/7/8 year old parents, seniors, RM and our committee.
- Hockey 253 kids played 21 teams Thanks Jana
- Loot Bags 253 really cut back in spending but all were happy with their pkg
- Raffle Sold 1112 tickets at \$2:00 Parents and bank. Go less and make more.
- 50/50 was done 4 individual times, that explains the total amount
- Fireworks great, loved by all, thanks to Jennifer's brother for straw, and Brodie for the wood. Bank covered \$685.00, us the rest. Xmas trees were very noticeable, and RM had positive feedback on them.
- BBQ pretty well a sell out and kitchen did great too. Sold lots of pop
- Kitchen did well thanks to Krista Krentz, Dusty Cole and Krystin Green
- Canteen did really well. Sold 8 doz hot-dogs during the week.
- 30+ hockey guys and girls great Social might change.
- Skills Jack
- Pancake Breakfast served 325! 152 free
- Pickleball, had 6-8 came and tried it out, some are coming back.
- Crafts and facepainter great, thanks to Yvonne, and Corinne

- Advertising Sean did a good job
- Family Day, beautiful day, good pic
- Tried ringette, kids had fun, and Jen Biggs wants to keep trying it out here.
- Church skate night was fun, maybe change the night, will work with them for next year. We rented speakers and lights, \$70 cheap so will look at rentals for another time. Used the system we had for the carnival week.
- Rob Wilson does a great job! I have suggested in the past that we get him a GC.
- Hot chocolate machine is gone.

Movie Night:

- Movie night is Frozen 2 on March 13
- Added \$300.00 to the movie night permit for the year, for teens.

Special Events - other:

- Should we go with community garage sale? Discussion concluded to advertise a date for the community to host their own garage sales but no formal garage sale at the hall.

I have had interest in a Spring Vendor Sale? Discussion concluded 'no'.

Have had interest in a hockey swap for next fall, when we have the hockey sign in August/September. Discussion to continue at March meeting.

150th anniversary, wait for Susanne. I have been asked to be on the committee, would we be willing to help with Baseball and beer gardens.

Any interest in an drawing for 150th from the school all classes? Not discussed.

Communications: Lisa Krishka

- ParticipACTION: Jennifer will check if Phoenix school parent council - if they are interested in pursuing the incentive this year - for their Outdoor Classroom
- Headingley Times: Carnival Communications was submitted

RM Council Rep: Yolande Franzmann

- RM did not get funding for 150 celebration. They will go forward with the art project.
- **Motion:** Yolande made a motion to spend up to \$1000 on a teen event for the 150 celebration. 2nd by Jana. All were in favour. Motion passed.
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MHRD: Susanne Moore

-No Report

Old Business:

- none

New Business:

- Carnival Profits: **Motion:** Blaine motions to give back \$100 per child in house league hockey (60 kids based on carnival profits - house league hockey players) This cheque will be given to team managers to pay to parents for the 2020 Winter carnival. To be reviewed every year. 2nd by Jack. All in favour. Motion passed.

- Ice Rentals: Tabled to discuss at next meeting

- Constitution - job descriptions
- first on agenda next meeting

Meeting Adjourned at 9:32pm by Yvonne Dubé