

MINUTES

Centre Wakefield LaPêche
ORDRE DU JOUR / AGENDA Conseil d'administration
Thursday October 1 2020 @ 19:00

Present	Absent	Quorum
Kathleen Lauder	Rafael Rivera	Yes
Irene Richardson	Pam Ross	
Andrew Ryan		
Rafael Rivera		
Carolyn Nolan		
Stella Arlott		
David Park		
Ivan Hale		

1. Approval of agenda

MOTION: Approved by David and seconded by Carolyn as amended.

Carried unanimously.

2. Approval of minutes of last meeting and review of action items.

Irene noted that we need to change '\$5,000' to '\$8,000' as the amount to be reallocated from municipal grants.

MOTION: Approved by Irene and seconded by Carolyn as amended.

Carried unanimously

3. Acceptance of minutes of the AGM

The minutes of the AGM were reviewed. There were suggested revisions regarding the members acceptance of the nomination of new board members. It was decided that Kathleen will amend the minutes, send it out to all board members for their review, and they will send Kathleen suggested revisions.

4. Voting on executive committee

David Park moved and Carolyn seconded nomination of Andrew Ryan for President

Kathleen moved and Pam seconded nomination of Ivan Hale for President.

Carolyn moved and Andrew seconded nomination of Irene Richardson for President.

Andrew and Irene accepted their nomination and Ivan did not.

A vote was taken. Irene had 5 votes and Andrew had 3 votes. Therefore Irene was elected as President until the next AGM.

Estalla nominated and Andrew seconded nomination of Ivan Hale for Vice President.

Carolyn moved and Kathleen seconded nomination of Andrew Ryan for Vice President

Ivan accepted the position and Andrew did not..

Estalla nominated and David seconded Kathleen Lauder for Secretary.

Kathleen accepted the position.

Kathleen nominated and David seconded Carolyn Nolan for Treasurer.

Carolyn accepted the position.

The elected executive committee is therefore as follows:

Irene Richardson – President

Ivan Hale – Vice President

Carolyn Nolan – Treasurer

Kathleen Lauder - Secretary

5. Internal affairs committee

- Finance: Carolyn stated that she has no report for this meeting but she will bring back a budget and a financial report at the next meeting.
- HR: Irene gave an update on the HR committee advising that we have hired Carly and Douglas. We advertised a Manager position and got a joint application from Carly and Douglas. The HR committee decided that we would ask Douglas to report to the board but we would increase both of their responsibilities and raise both of their salaries. The meeting to discuss this with the staff is scheduled for Tuesday, October 6.
- Tech team access to the centre: David asked for permission to get access to the centre in order to make minor changes to the Gwen Shea Hall, develop procedure manuals with Douglas and train teams to effectively use the centre tech equipment.

MOTION: Katheen moved and Andrew seconded that the board gives permission to the tech team, under David's management, to do inventory, clean-up, reorganize cables and lines, document procedures and train volunteers.

Carried unanimously

6. External affairs committee

- Programs: Irene reported that we are running both indoor and outdoor programs.
- Rentals: Irene reported that we are getting some good rental contracts
- Communications: Irene reported that we need to send out a newsletter to members and we need to find a volunteer or board member who is good with communications to prepare our newsletter and other communications.
- Fundraising: Kathleen reported on the municipal grant applications that are being prepared by Kathleen and Irene to support costs of the centre's recreation programs and summer camps.

7. Governance committee: (team building retreat)

ACTION: Kathleen will engage Linda Vanderlee to organize a team building retreat. She will invite Karen Bays to provide input.

8. **Date of next board meeting** – Thursday, October 15, 2020 from 7 – 9 PM

9. Adjournment

The meeting was adjourned at 9:15.