

CENTRE HASTINGS RECREATION CENTRE BOARD MEETING

MEETING MINUTES

DATE: TUESDAY, MARCH 29, 2011

TIME: 6:00 P.M.

LOCATION: MADOC & DISTRICT RECREATION CENTRE (ARENA)

PRESENT: Tom Simpson, Mike Kerby, Lynda McCullough, Charles Robinson (arrived late), Theresa Dostaler, Loyde Blackburn, Gerry Chapman, Matt MacDonald – Clerk

ABSENT: None

ALSO PRESENT: None

Call to Order

The Chair, Tom Simpson, called the meeting to order at 6:03.

Approval of Agenda

1. Kerby-Blackburn: “To approve the Agenda”. Carried

Disclosure of Pecuniary Interest and the General Nature Thereof

None.

Accounts/Treasurers Report

2. Blackburn-McCullough: “To direct staff to provide clarification in relation to the Hydro One Networks Inc. “Fairgrounds” invoice in the amount of \$40.60”. Carried

3. Kerby-Dostaler: “To approve the Arena Accounts, except for the \$40.60 Hydro One Networks Inc. invoice as noted, for March 2011”. Carried

Approval of Minutes

4. Dostaler-Kerby: “To approve the minutes of February 22, 2011”. Carried

Business from Previous Meetings

User Group – Customer Survey – Progress Update moved to “New Business: Sub-committee Reports”.

Managers Report

The Arena Manager advised the committee on operations and issues for the Month. (See attached). Arena staff requested the development of a policy to address the supervision of children in the facility and their role in this regard. Staff feel that they and the Board are exposed to risk from a liability perspective due to the potential for unsupervised children in the facility being injured and bringing some type of civil action against the Board and/or Municipalities as a result.

5. McCullough-Blackburn: “That staff develop a policy related to the Supervision of Children in the facility, including staff responsibilities for the Board’s consideration”. Carried

6. Blackburn-McCullough: “That staff prepare a contract template and a policy related to arena signage for the Board’s consideration”. Carried

7. Blackburn-McCullough: “To accept the Pepsi proposal and that staff prepare a contract for this purpose”. Carried

8. Dostaler-Kerby: “That the Chair, Board member Blackburn, and the Arena Manager complete a site inspection and bring back a report on the number and location of proposed exit and emergency lights for Board consideration”. Carried

9. Kerby-Blackburn: “That the Arena Manager follow up with a roofing contractor if needed to address the roof leak”. Carried

10. Dostaler-McCullough: “To accept the Arena Manager’s report”. Carried

New Business

Sub-committee Reports

User Group/Customer Survey

The Board reviewed the draft survey and work plan as prepared.

11. Kerby-Blackburn: “To proceed with the Survey with the amendments as requested”. Carried

2011 Budget

Staff provided financial detail as requested in relation to accounts, 2010 budget actuals and commitments for 2011.

NOTE: Board member Robinson entered the meeting at this point.

The Chair provided information related to the employee status and advised that classification and status definition would have to go to Centre Hastings’ Personnel & Finance Committee for review and clarification within the Personnel Policy, as it relates sick time, overtime, and consideration under the municipal merit program.

12. Blackburn-Kerby: “That the Chair and the Arena manager discuss the issue and bring a report back to the Board for consideration”. Carried

2011/2012 Ice Time Availability

The Board discussed some of the issues surrounding the availability of ice for local users rather than neighbouring minor hockey associations, and some options in this regard.

13. Blackburn-Dostaler: “That Madoc Township and Centre Hastings user groups receive priority as it relates to ice time scheduling and further that a grandfather clause be recognized”. Carried

14. Blackburn-Kerby: “That correspondence be prepared and forwarded to user groups, advising that ice time requests must be submitted no later than the end of June”. Carried

Hanging Banners

The Board was advised that a number of volunteers have asked for permission to place in order and hang new banners in the facility.

15. McCullough-Dostaler: “That minor hockey is to co-ordinate with the Arena Manager to schedule this project”. Carried

Leaking Roof

This issue was addressed during the Arena managers update.

Garbage/Recycling

The Board discussed the seeming lack of public awareness of the recycling practices of the arena and some potential options to address the situation.

16. McCullough-Blackburn: “That staff are directed to place signage in the facility related to recycling practices in the facility and at garbage collection locations”. Carried

A fenced and locked outdoor storage area for garbage and recycling was discussed and noted to be considered in the 2011 budget with size, type and location to be determined.


The regular meeting schedule was also discussed with the Board agreeing to change the schedule from the current last Tuesday of each month to the third Monday of each month. As a result the next regular


meeting of the Board is scheduled for Monday April 18, 2011 at 6:00 pm.

Additionally the Chair sought input on having a Board member take minutes rather than the Centre Hastings Clerk, with Board member Dostaler agreeing to accept this role going forward.

Adjournment

17. Kerby-Dostaler: "To Adjourn". Carried


Tom Simpson
Chair


Matt MacDonald
Clerk