

NORWOOD COMMUNITY CENTRE
BOARD OF DIRECTORS MEETING – Minutes
Thursday October 20, 2022 after AGM (usually at 7:30 pm)

President and meeting Chair -- Jay Downs

Board members: Jay Downs, Terry Young, Teri Moffatt, Bruce Samson, Andre Cadieux, Lea Stogdale, Patrick Cross, Paul Pelletier, Simi Jerez, Robyn Coe, Oliver Valencia, Vicki Magnifico

13.1 Simple majority of the directors in office at the time (12). Quorum is 7 +

Board members present: Jay Downs, Terry Young, Teri Moffatt, Bruce Samson, Andre Cadieux, Lea Stogdale, Paul Pelletier, Simi Jerez, Vicki Magnifico

NCC General Manager: Barry Nacci

Conveners: Darren Walsh

Regrets: Oliver Valencia, Patrick Cross, Robyn Coe

Absent:

Board meeting started at 8:18 pm

1. Approval of agenda

Motion to approve agenda – Paul

Seconded – Bruce Approved

2. Approval of previous meeting minutes September 15, 2022 – Emailed

No changes

Motion to approve minutes – Paul

Seconded – Lea Approved

3. Officer Reports (distributed in advance by email)

3.1 **GM report** – Barry -- See accompanying report, emailed & verbal

3.2 **Executive Report** – Jay Nothing to report

3.3 **President Report** – Jay See attached report

Welcome to Vicki, Oliver and Andre as new board members.

Communication to our community members is very important.

3.4 **GCWCC & RCCB Report** – Paul – See accompanying report, emailed and verbal

Motion to approve GM and officer reports

Moved – Teri

Seconded – Terry Approved

3.5 **Treasurer Report** – Lea (temporary treasurer) See accompanying reports, emailed and verbal

Budget for 2022-2023 is completed – Emailed.

Program budgets for Coed Fitness, Tennis (Karate & Knitters) -- See accompanying report

Motion to approve the program budgets for Coed Fitness, Karate, Naughty Knitters and Tennis:

Moved – Paul

Seconded – Bruce Approved

Financial CoW report for August and NCC Financial reports for August – Emailed

Motion to approve August NCC Financial reports and CoW reports: Moved – Paul

Seconded – Terry Approved

Financial CoW report for September and NCC Financial reports for September – Emailed

Motion to approve September NCC Financial reports and CoW reports: Moved – Vicki

Motion to approve the Treasurer’s report as presented Moved – Terry
 Seconded --Paul Approved

Actions or Issues pending	Person/s responsible	To be completed by:-
Get signing authority at the bank so that there are 4 people with this permission	Andre	November
Transfer money from the chequing account into a savings account (requires two signing authorities to go to the bank)	Andre	Nov-Dec
Organize direct deposit (requires two year of financials to qualify to move to the CAFT system, then we can do direct deposit)	Andre	Nov-Dec

4. Committee / Program / Special Events – Chair / Convener Reports

Committee and Convener issues and reports – Convenors who wish to report in person are advised to attend at 8 pm; and we will discuss those topics first.

That is: under 4. Committee / Program / Special Event reports we will discuss in order – Topic with Chair/Convener present; then Topic with a report or ‘no report.’

Committees 4.1

4.1.1 Governance – Constitution & By-Laws Committee – Lea
 By-Law change Tabled to November

4.1.2 Norwood Nursery School – Christopher Fries
 Daycare wall, west, back needs repairing. To be done in Spring – see GM report

4.1.3 Off leash dog park – Tim & Deb Now open

4.1.4 Community Engagement Committee – Jay
 Newsletter – Monica – No Spring newsletter. We need a newsletter for fall distribution.
 Begin building email list for electronic distribution.
 Discussion about publicizing NCC activities.
 Suggestion to engage a young tech-savvy person to publicize the activities of NCC.
 Possibility of payment or scholarship.
 Website needs an upgrade.

From Paul: There is an organization that matches up non-profits with people who offer their services pro bono. It may be helpful for things such as our communication strategy. The website is sparkwpg.ca

4.1.5 Volunteer Appreciation Committee – Jay
 Teri and Brian have been nominated for “Above and Beyond awards”.
 NCC has purchased 6 tickets for the event at \$40/each on Saturday November 19.

Motion to approve the nomination of Teri Moffat and Brian Pound for “Above and Beyond awards.” NCC has purchased 6 tickets for the event at \$40/each = \$240

Moved – Terry
 Seconder – Simi Approved

4.1.6 Sustainability Committee – Bob Gooding & Jay – No action at this time

Program Reports 4.2

- 4.2.1 Badminton – Jerry & Lucille Lycy – No report Budget has been submitted
- 4.2.2 Coed Fitness – Darren Walsh – Verbal report Budget has been submitted
Re-activated post-Covid. Old equipment needs replacing; two quotes obtained.
Motion to purchase equipment from Fitness Depot for a maximum of \$800
Proposal – Darren
Secunder – Paul Adopted
- 4.2.3 Karate – ?????? Active ??? Budget ???
- 4.2.4 Knitting convener – ?????? Active ??? Budget ???
- 4.2.4 Norwood Active Living & Learning – Jay Budget has been submitted
- 4.2.7 Outdoor Soccer & Softball – Kate No report Pending
7-8 year olds – Darryl Conrad No report Active ??? Budget ???
- 4.2.5 Pickle Ball conveners – No report Budget has been submitted
- 4.2.6 Pilates – No report Budget has been submitted
- 4.2.8 Tennis – Brian Pound – No report Budget has been submitted
- 4.2.9 Women’s Total Body Workout – Wendy – Nothing to report
Budget has been submitted

Special Events 4.3

- 4.3.3 Breakfast with Santa – Eva Downey Planned for December Awaiting budget
- 4.3.2 Game/Quiz Night – Jill Irene for Sat, Nov 5; plan and budget have been approved
- 4.3.1 Norwood Spring Fling – Jay Downs No action at this time

Inactive at this time 4.4

- 4.4.1 Youth convener
- 4.4.2 Film Club

Program budgets already submitted will be approved in October with no delay to the programs

Badminton	Credit to NCC	\$270
Coed Fitness		\$1,000
Norwood Active Living & Learning		\$650
Pickleball		\$160
Pilates		\$ 85
Tennis		\$185
Womens’ Total Body Workout		\$ 44

Estimated Total Credit to NCC \$2,394

Motion to approve the program budgets as listed Moved – Terry
Secunder – Teri Approved

Motion to approve committee & convener reports Moved – Terry
Secunder – Vicki Approved

Actions or Issues pending	Person/s responsible	To be completed by:
4.1.4 Community engagement – Newsletter	Monica	October
4.1.4 Community engagement – Social Media, website	Patrick	October
Breakfast with Santa – Budget required	Eva	November

5. Unfinished / Ongoing Business – See above

6. New Business

6.1 Assistant GM for coverage and relief for Barry – Jay

NCC needs an assistant GM to cover Barry’s holidays, sick time, weekend, ice making, etc. This person could take on Communication efforts, and there are succession issues.

Motion is that NCC hire a part-time assistant GM (20 hours per week); salary to be negotiated.

Moved – Lea

Secunder – Andre Approved

7. Next Meeting

Thursday November 17, 2022 at 7:30 pm at NCC

Adjournment at 9:50 pm

Motion to adjourn – Vicki

Secunderd – Simi Approved

Motion to approve the minutes of October 20, 2022

Moved – Terry

Secunderd – Patrick