

**NORWOOD COMMUNITY CENTRE
BOARD OF DIRECTORS MEETING
April 19, 2011**

A regular monthly meeting of the Norwood Community Center Board of Directors was held on Thursday, April 19 at 87 Walmer Street.

PRESENT

Leslie Johnston	Bruce Verry	Monique Wagner
Karen Tarr	Bruce Samson	Teri Moffatt
Sarah Phillips	Regan MacDonald	Ross Kozielec
Paul Pelletier	Jason Perring	

REGRETS

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The meeting was called to order at 7:14 p.m. and was chaired by Leslie Johnston.

1. Agenda:

The following items were added to the agenda:

- 6.4 Softball Report
- 6.5 Tennis Report
- 7.9 Green Team

It was

Moved by Paul Pelletier

Seconded by Bruce Verry

THAT the agenda be approved as amended.

Carried.

2. Approval of the minutes – March 17, 2011

It was

Moved by Bruce Verry

Seconded by Paul Pelletier

THAT the minutes be approved as written.

Carried.

3. Business Arising

3.1 Yoga Program Update – Following contact with the instructor and convenor, it was decided that the best resolution was to schedule an in person meeting with members of the NCC Executive and the above mentioned individuals. All parties involved agreed to dissolve the current contract between the NCC and the Yoga Program instructor. In a new agreement, the

program was offered the rate of \$40 / hour to rent the space. A new agreement/contract was drafted and a rate of \$30/hour was negotiated and the instructor was to carry her own liability insurance. An email message was recently received from the yoga instructor indicating that she did not meet the minimum registration requirement to run the class. As a result, the program has been temporarily suspended as a community centre program. As per the agreement, the yoga program convenor continues to hold exclusive rights to yoga at the NCC.

4. Correspondence

4.1 Second response from GCWCC re: Janitorial Program – Leslie read the letter that she received from the GCWCC regarding the Janitorial Program. This was a second letter to the follow up inquiry made of the GCWCC by NCC to provide a list of funding recipients. This letter included all community centres who received funding. All agreed that no further action was required on this matter.

5. Treasurer’s Report

5.1 February and March 2011 Financial Report – the February and March 2011 financial reports were filed as read.

**It was
Moved by Ross Kozielec
Seconded by Monique Wagner**

THAT the Financial Report of February 2011 be approved as presented.

Carried.

**It was
Moved by Ross Kozielec
Seconded by Paul Pelletier**

THAT the Financial Report of March 2011 be approved as presented.

Carried.

6. Committee Reports

6.1 CCB – filed as read.

6.2 Redevelopment Committee – committee members are currently in the process of scheduling a meeting.

6.3 NCC/NSS Subcommittee – will be meeting on May 4, 2011. A new facility use agreement will be drafted and a new director has been hired. A report from this meeting will be brought forward to the next NCC Board meeting scheduled for Thursday, May 19.

6.4 Softball Report – Karen provided a report on the current status of the softball program. Softball season begins on May 2, 2011. Report filed as read.

6.5 Tennis Report – Brian provide a report on the current status of the tennis program. The tennis camps are going well thus far. Brian will provide a current budget at next month's meeting.

7. New Business

7.1 Club Manager Performance Review – due to unfortunate circumstances the club manager's performance review needed to be rescheduled. This discussion will be deferred to the next NCC Board meeting scheduled for Thursday, May 19.

7.2 Mother's Day Pancake Breakfast – will be held on Sunday, May 8. Volunteers are still needed. Bruce will contact Calvin about taking the lead on this event. Bruce will also contact Darla to add a notice in the NCC newsletter advertising this event and also requesting volunteers.

7.3 Newsletter Submissions – Leslie reminded the group that newsletter submissions are to be sent to Darla by tomorrow, April 20.

7.4 Website Update – the current NCC board meeting minutes may now be found online. Sarah will be sending them to Dorothea to be added to the website on a regular basis. Minutes from 2009 will also be added once they are received from Alex Coutu.

7.5 Basketball Convenor – Leslie's son, Alex has agreed to be the new basketball convenor on a temporary basis.

7.6 New Hockey Convenor – the new hockey convenor was unable to attend this month's meeting but will be in attendance at the next meeting scheduled for Thursday, May 19.

7.7 Booking a weekday event and the NCC online calendar – the board revisited last year's discussion to create an online community club event calendar and agreed that a "Google Calendar" was a good option. Regan will create an email address to officially create the calendar and request that Dorothea add a link to the calendar on the website. Regan and Leslie will have access rights to make changes to the calendar; however it will be viewable by all.

A new procedure has been established related to the booking of weekday community club events. Weekday events will be booked by Barry, NCC Manager, who will consult with the board as needed. Regan will continue to sign booking agreements. Regan will contact Dorothea to update the website to reflect this change indicating Colleen as the primary contact for socials and Barry as the primary contact for all other rentals.

7.8 Clean Team Training – Bruce is planning to run a session on using the cleaning equipment at the community club.

7.9 Green Team – funding has been received for one Green Team member. Last year’s Green Team member will be hired again for this summer season. They will begin in May and funding has been provided through August, equivalent to approximately 300 hours.

**It was
Moved by Bruce Samson
Seconded by Jason Perring**

THAT the board approve an offer of up to \$11 / hour as a wage for the Green Team member and approve up to an additional 50 hours if required.

Carried.

8. Adjournment

**It was
Moved by Bruce Samson
Seconded by Regan MacDonald**

THAT the meeting be adjourned at 8:52 p.m.

Carried.

NEXT MEETING – May 19, 2011 – 8:30 p.m.