

**NORWOOD COMMUNITY CENTRE
BOARD OF DIRECTORS MEETING**

**February 15, 2018 @ 7:30 PM
Minutes**

Present: Bruce Samson, Monique Wagner, Chris Clary-Lemon, Dave Beeusaert, Teri Moffatt, Terry Young, Ragan Valencia, Alisa McGurran, Jill Sutherland, Matthew Paterson, Paul Pelletier

Regrets: Kristen Sawchuk

No response: Scott McFadyen

1. Approval of agenda - Motion made by Jill Sutherland to add agenda item 6.4 and 6.5 with Chris Clary-Lemon to second to second - CARRIED
2. Approval of previous meeting minutes - Motion made Chris Clary-Lemon by to approve the previous meeting minutes with Ragan Valencia to second - CARRIED
3. Officer Reports (Distributed in advance)
 - 3.1 GM report – as read
 - 3.2 Executive Report - none
 - 3.3 President Report –none
 - 3.4 Treasurer Report – MB Hydro monthly bill has been moved to a monthly average payment. Direct deposit process is under review by the Credit Union. Motion made by Bruce Samson to approve the financial report as presented with Teri Moffatt to second - CARRIED
 - 3.5 GCWCC Report – as filed
4. Committee / Convener Reports (Distributed in advance)
 - 4.1 Constitution & By-Laws Committee – as filed
 - 4.2 Awards Committee – no report
 - 4.3 Norwood Nursery School – no report
 - 4.4 Youth convener – Valentine’s dance report - as filed
5. Unfinished / Ongoing Business
 - 5.1 Adult fitness –no report
 - 5.2 NNC/NNS lease renewal committee –no report
 - 5.3 Strategic Planning – PPT slide deck provided by GCWCC was circulated in advance of the meeting. Formal strategic planning will be put on hold until Fall 2018; the board will continue to focus efforts on volunteer recruitment and exploring avenues for increasing hall rental revenue. Agenda item will be retained as ongoing business.
6. New Business
 - 6.1 March 15 meeting minutes – Jill Sutherland will be absent. Chris Clary-Lemon will take meeting minutes.
 - 6.2 Social Media – Discussion regarding who is responsible for setting up online registration and integration with the website. Teri Moffatt will set up online registration for Spring 2018. Program conveners are responsible for providing social media conveners with content for social media platforms. Program conveners are responsible for setting program costs and processing any refunds.
 - 6.3 Request for Norquay community centre – Skating equipment will be collected at the open house. The poster will be shared on social media and posted at the community centre.
 - 6.4 Spring registration/Open House & Conveners – The outside sign will be updated to read spring registration opens March 1 online. Open house will be April 8 from 10am-2pm and include a sports equipment swap, canteen will be open, program conveners on site, tour the community centre.

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6.5 Hall rental for Canadian Cancer Society social – Motion made by Teri Moffatt to offer hall rental discount with Chris Clary-Lemon to second –CARRIED

7. Adjournment

It was moved by Teri Moffatt

Seconded by Paul Pelletier

That the meeting be adjourned until March 15, 2018 @ 7:30 pm