

**NORWOOD COMMUNITY CENTRE
BOARD OF DIRECTORS MEETING
September 20, 2018 @ 7:00 PM
Minutes**

Present: Ragan Valencia, Alisa McGurran, Teri Moffatt, Paul Pelletier, Barry Nacci, Terry Young, Jill Sutherland

Regrets: Matthew Paterson, Monique Wagner, Chris Clary-Lemon, Kristen Sawchuk, Bruce Samson, Dave Beeusaert, Scott McFadyen

Call to order at 7:07pm

1. Approval of agenda - Motion made by Ragan Valencia to approve the September agenda with Alisa McGurran to second – CARRIED
2. Approval of previous meeting minutes – Motion made by Paul Pelletier to approve the June meeting minutes with Teri Moffatt to second – CARRIED
3. Officer Reports (Distributed in advance)
 - 3.1 GM report – as filed. With respect to outdoor LED lighting, reassessment is needed in order to take into account re-balancing of poles and lighting footprint.
Motion made by Paul Pelletier to approve purchase of Wallworks soundproofing materials pending receipt of Hydro rebate grant with Alisa McGurran to second – CARRIED
 - 3.2 Executive Report – no report
 - 3.3 President Report – no report
 - 3.4 Treasurer Report- Motion made by Teri Moffatt to approve the June, July and August reports as presented with Alisa McGurran to second - CARRIED
 - 3.5 GCWCC Report – as filed
4. Committee / Convener Reports (Distributed in advance)
 - 4.1 Constitution & By-Laws Committee – suspended as previous Chair has moved and thus resigned from board. Will revisit after October AGM.
 - 4.2 Awards Committee - remove
 - 4.3 Norwood Nursery School – September meeting has been deferred at their request
 - 4.4 Tennis – All programs, including summer camp, were successful. Brian is stepping down from being the sole convener for summer camp next summer. The board will discuss a succession plan for 2019 at an upcoming meeting- to be added as ongoing business. The board acknowledged Brian’s significant contributions to make the camp a great success over the past years.
 - 4.5 Youth convener – Halloween dance. Motion made by Jill Sutherland to approve the Halloween dance budget with Ragan Valencia to second - CARRIED
5. Unfinished / Ongoing Business
 - 5.1 Adult fitness – President and VP Operations will request a meeting with convener, Bruce Very, to discuss 2018-19 programming.
 - 5.2 NNC/NNS lease committee – Sub-committee membership and meeting dates will be determined at the October NNN/NNS meeting.
 - 5.3 Strategic Planning - defer until after October AGM
 - 5.4 AGM Planning – complete – see 5.8
 - 5.5 MailChimp – will not pursue, remove from agenda
 - 5.6 New program idea – Brian Pound – will not pursue at this time, remove from agenda
 - 5.7 Registration – booster/program fees – defer until after October AGM
 - 5.8 AGM – October 18, 2018 – Nomination committee has sent out call for intentions and is preparing a slate for nominations. Promotion to community members is underway via fall

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newsletter and social media – A ½ page flyer will be printed and distributed – Terry, Teri and Jill will coordinate.

6. New Business

6.1 Quiz Master Night – Being planned for March 1, 2018. Motion made by Ragan Valencia to allocate up to \$600 to pay deposit on quiz night fees with Alisa McGurran to second - CARRIED

6.2 Convener meeting re: roles/responsibilities/contracts/documentation – Convener meeting will be set following October AGM.

6.2.1 Karate contract – In progress

6.3 Income numbers to review – 4 year revenue/expenses reviewed. The November meeting will be focused on budget review and financial planning.

6.4 Above and Beyond nominations – submit nominations if desired

7. Adjournment at 9:50pm

It was moved by Teri Moffatt

Seconded by Ragan Valencia

That the meeting be adjourned until October 18, 2018 at 7:30pm (following AGM)