



Forest Heights Community Association Board of Directors Meeting Meeting Minutes

Tuesday, Feb 21, 2023 - 7:00 p.m. at Forest Heights Community Centre

Attendees:

Executive Directors: Ray McCormick, Ted Loker, Joanne Lenos, Lori Yu

Directors: Greg Barnes, Shilpi Dixit, Maureen Doran, Betty Papazotos, Socrates Seretis

Regrets: Jerry Corriveau

(Action items in Red)

Meeting was called to order at 19:06 hrs. (7:06 p.m.)

1. **Motion** to approve agenda: Betty, Greg carried
2. **Motion** to adopt the Jan 17, 2023 minutes: Maureen, Betty carried
3. **Business Arising**
 - Padding for the walls in the Gym - Lori

Incident in the gym during Pickleball where a player hit their head on the brick wall and had to go to the hospital for stitches. **Ray spoke to Kim who will bring it up at her next meeting and speak to Ray about possibilities.**

Idea to get more benches with a spot underneath for sport bags.

- Delegation to City Council Feb 27th - Jerry

The consensus was that it isn't the time to discuss anything with the City at this time.

Motion to not attend: Maureen, Joanne carried

- Closure to action 5.2 from Nov 15 Board Meeting - Maureen

“5.2 Still working at integrating Workspaces with the rest of the Board. Because AGM is coming up and we may have new board members...it makes more sense to wait and do the training after. Job aids will need to be created so after the training we can refer back. Meeting to be set in February. Maureen to take the lead and work with Howard and the Board on dates.” Training occurred Feb 8 & 15/23. Closed.

It was suggested to go online to Google Workspace Learning Centre if you couldn't come to the training.

- Past President - Ted

Jerry is confirmed as Past President.

4. **President's Report:** Ray McCormick

Asking for Board members to actively look for volunteer board members to take positions of sub-directors. We could advertise through Facebook.

Suggestion to have another special event maybe toward the end of August.

Possible suggestions were sponsoring a free swim at the Forest Heights pool, sponsoring children for summer camp, having free program vouchers to give out if our Facebook page is shared.

FHCA donated \$900.00 to T-Ball for team shirts. Asking the directors to come up with a name.

5. **Vice-President's Report:** Ted Loker

Nothing to report.

6. **Treasurer Report (Draft Budget):** Joanne Lenos [*see reference material #1 & #2](#)

- a. Joanne presented the Draft budget for 2023. [*see reference material #3](#)

A suggestion was made to show more detail by using notes.

Added more \$ for volunteers in the budget to show appreciation in different ways TBD.

Amount for donations increased to \$20,000.

Legal Fund Contingency amount increased to \$10,000.

Motion to accept budget: Betty, Shilpi carried.

- b. Expense sheet in the Finance folder in the shared drive.

c. **Motion to cancel Rogers Internet service: Lori, Greg carried**

7. **Secretary's Report:** Lori Yu

Advised about the Secretary folder and the files attached.

8. **Program Committee Report:** Maureen Doran

Total number of registrations as of Feb 19 - 813 with 131 on waiting lists.

Popular programs: Happy Hoops, Soccer, Dodgeball (with double digit wait lists)

Spring Program has been printed - 2000 copies.

Looking for volunteers to distribute.

March 7 is registration.

Soccer instructors are required, again.

A question came through Facebook from a mother looking for programming for 2-5 year olds.

We don't have the facilities, times available, or insurance coverage, to provide programming for that age at this time. There is Parent & Tot and Strong Start that is provided by the City.

9. **Family Fun Day Report:** Shilpi Dixit

Prospective attendance is about 1000-1500 people.

Shilpi provided a list of activities, food, and budget.

Payment for Grand River Inflatables after discount is \$4,890.64.

A contract is required to be signed, and a deposit paid. They are asking for a deposit of 50% of the total amount, applying the credit to the deposit for a total deposit amount of approx.

\$975.00. They require the remaining balance owing by May 27, 2023.

T-Ball & Libro to provide support (volunteers, money donations, prizes, food).

The KPL will provide a craft (Rm 2) and storytelling (Rm 3).

Face painting will be located in part of the gym. Libro will provide someone.

Balloon animals who dress up as clowns will be provided by TBall.

Fran will volunteer to provide 15 minute intervals for a variety of fitness activities for adults (Rm 4).

Ray will apply to have 91.5 The Beat attend, but will go in person to see them first. If we can't get 91.5 we will apply to 107.5 Dave Rocks. If we do get 91.5 then 107.5 will be contacted to see if they can advertise our event on the day.

Ray will work on getting juice boxes and watermelon.

Suggestion to ask attendees to bring their own water bottles as we have a filling station or possibly get water bottles donated with their company logo as a donation.

Shilpi will connect with Bardish Chagger, MP-Waterloo to help with advertising our event. She is a supporter of community centre events.

10. **Next Meeting:** Tuesday, March 21, 2023

11. **Motion** to Adjourn: Maureen , Greg carried

Meeting Adjourned at 21:37 hrs. (9:37 p.m.)

** Approved by Ray McCormick, President on Feb 27, 2023