

Champlain Heights Community Association's
BOARD OF DIRECTORS – MINUTES – June 27th , 2023

Meeting begins at 7:05 PM

In attendance:

Andrew Pereda, Scott Glasgow, Andrei Studenov, Damian Assadi, Silvia Hagen, Maria Rantanen, Juliana De Souza, Grant Matsuda PB

1. Call to Order

2. Approval of the Agenda

Andrei forwarded. Maria seconded. Carried

3. Approval of Minutes – May 30th , 2023

Will be approved at the next meeting due to some errors and discussion.

4. Treasurer report – Andrei (15 minutes)

4.1 Financial Report – 200,000 deficit

G&F error showed a \$200,000 deficit, through investigation, it was a glitch at the bank and the money is accounted for.

4.2 Credit Card; Silvia looked into the process, Andrew to write a letter including information of card holders: Damian Assadi, Mimi Lanot, Dave Leach. Board member's name to be on card, to be discussed

4.3 Budget preparation (increases in fees and wages) –

Motion: To increase all employee wages, program fees, and room rentals by 5%, and birthday parties to \$150.

Forwarded by Maria. Seconded by Scott. Carried.

4.4 Aerobics increase request

Motion: To raise the aerobic instructor wage to \$50 per session, and increase aerobic drop-in fees by \$1 per session, \$10 per 10-visit card, and \$10 per 1 month pass. To reassess after the fall/winter season, and promote, to increase revenue.

Forwarded by Maria. Seconded by Andrei. Carried.

5. Programming Committee Meeting report – Scott (5 minutes)

5.1 Meeting June 20th

Park Board passed opening of playground back to us to organize a grand opening. We will do an opening ceremony for both playgrounds in September. To contact Jas Viridi and other commissioners

6. Marketing Report – Andrew (5 minutes)

6.1 Resume Newsletter, Discussion with Maria who would like to do a quarterly newsletter. Once we receive members' emails, it will be easier to reach the community. Up to 100 members, until we have to pay for the newsletter service.

6.2 Fall Brochure and Postcards

Motion: To print 500 physical brochures, and continue postcards being mailed to community homes.

Forwarded by Andrew. Seconded by Scott. Carried.

6.3 Funding Playground grand opening with delegates; budget if at all

6.4 Registration (new portal)

SHANNON CARNEGIE JOINED MEETING AT 8:30PM

7. Secretary Report (5 minutes)

7.1 Governance with Societies is almost up to date with reporting. Required to keep 10 years of records for audit purposes

8. Everett Crowley Park Committee report – Damian (10 minutes)

8.1 Park People updates regarding moneys being received. A plan to be put together regarding hiring someone. Deciding whether as a contractor or employee, how to proceed with logistics

9. Playground Committee report – Scott (5 minutes)

9.1 Playground project contract signed – Coordination of dates (August 7th start date)

9.3 Disposal cost savings – Parks Board has offered to remove the playground, saving us close to \$30,000

10. Preschool Report – Andrew/Scott (10 minutes)

10.1 Contracts to be signed for new year

10.2 Proposal for Champlain Annex usage – Update - add Captain Cook?

10.3 Contribution for APG Childcare committee – a small fee to Krystal Santor for all of her work helping centers' preschools with funding and consistency

12. Park Board Report – Grant Matsuda (5 minutes)

Painting complete

13. Other Business (5 minutes)

- Our Bus – Rental agreement details – Shannon to work out details regarding an agreement

Adjournment 9:30pm Next meeting: Tuesday July 25th – 7PM