

Tagish Community Association
Public Board Meeting
March 20, 2013 - Wednesday @ 7 pm
Tagish Community Hall

MINUTES

Present: Peter Hamm, Paul Dabbs, Bonnitta Ritchie, Shelly Penner
Absent: Jane Hermanson, Brenda Mattson, Mitch Dupont, Louise Girard, Boyd Piper
Staff: Krista Lambier, Recreation Director
Guests: Susan Baker, Moya Van Delft

1. Call to Order – 7:10 pm.
2. **Motion to adopt agenda:** Bonnitta Ritchie/Paul Dabbs. Carried
3. Minutes of January 16th, 2013.
Motion to approve: Bonnitta Ritchie/Shelly Penner. Carried.
4. **Treasurer's Report:** Verbal report provided by Shelly Penner. Presently \$21,000.00 in bank, outstanding deposit of \$5,000.00. Leah away but was able to amend the format of the financial report. Our year end is May 31st. Paul asked if a cash flow report has been prepared. Krista explained that there seems to be sufficient funds in the account to meet the upcoming expenses. Paul asked if we could have Cash Flow Projections prepared for next month's meeting. Shelly and Krista will work on this.
Motion to accept Treasurer's report as discussed: Bonnitta Ritchie/Paul Dabbs. Carried.
5. **Recreation Director's Report:** Krista provided her report for January and February. Bonnitta questioned the number of hours worked with the comparison of 150 hours stating that the number of hours required should be 7.5 per day per partial weeks but 37.5 per full weeks. Krista thought that the original contract says 150 hours per month. Paul says that we need to have clarity around the hours worked in comparison to the salaried monthly paid contract. Paul will check the original Letter of Offer. Krista stated that there is a lot of administrative work as well as recreational duties. The part time student is helpful but it does take time for Krista to supervise the student. It was agreed that Paul, Peter, Shelly Bonni and Krista will meet on Wed. April 3rd at 3 pm in the Post Office to discuss recording of hours and comparison of requirements. Discussion around income needs for ongoing maintenance of building.
6. **Guest Presentation – Tagish Community Market Society**
Moya stated at the beginning that the TCMS does not want to add additional workload to the Recreation Director, however wish to clarify some things prior to the start of the new season. The TCMS provided a written copy of the questions, a copy of the Guidelines, and a copy of the dates they have planned. TCMS is under the TCA insurance. It was agreed that the TCMS operates independently but complies with the TCA guidelines and piggybacks on TCA events. Discussion around table/tailgate fees. Anyone selling MUST be a member of the TCMS to

participate in the sales. Products MUST be at least 50% Yukon made. Krista will refer technical questions to TCMS contacts. TCMS info and contacts will be on website. Bonni suggested providing an info package to anyone inquiring. Shelly suggested having a TCMS box at the front. BOD agreed that sales could co-ordinate with Pancake Breakfasts and Coffee & Chat. Agreed 5 tables maximum indoor. Tailgates will be along the field side. No electrical outlets available for outside. Agreed to include Atlin and Carcross. Any further issues can be discussed on the meeting on the April 3rd. In summary TCA is providing space and the TCMS is operating independently with a few overlaps. June 1st, 2:30 pm will be their AGM at the TCA hall. August 17th – Annual Tagish Harvest Fair. Guests left the meeting.

7. OLD BUSINESS

- a. Community Website – Up and running, need to get procedures to administer the site clearly written up. It does not run itself and it is important that it is kept current and updated regularly. Website is another example of an added duty to the Rec Director's position. www.yukontagish.org
- b. Business/classified Advertizing and Pricing – Paul and Krista drafted a letter to go out to local businesses offering a free trial run. Agreed that the letter go out to Tagish Business owners in an envelope with a 63 stamp. Approximately 35 businesses. Also will send out the offer out by email. Businesses can advertise on the website or the newsletter or both for discounted price. Individuals can put on their classifieds buy and sell on the site themselves. Price will be determined before June 1st. Services will not be charged (i.e. RPAY, Post Office, MLA, etc).
- c. Skating Rink – One final rink flooding is scheduled before the end of season event. Kids doing a great job of shoveling. Funding ends March 31st, 2013. Many using the rink locally and Carcross school is bringing a class to use the rink. Krista suggested for next year, Hockey Skills camp.
- d. Rekeying of Various Locks – Funding put on the back burner and not a high priority. Suggested leaving it for next year funding. Paul stressed we need to still sit down and draw up a plan showing the key location and who has what keys. Agreed that it should be completed prior to the AGM. Shelly had worked with Spectrum Security to clean up the code system for present board and staff.
- e. Hall Rental – Yukon College – Leslie Kerr contacted Krista re using the TCA Hall for some upcoming events and the possibility of hosting courses.
- f. Capital Projects – table to be addressed in the new fiscal year and in looking at new possible funding. Krista asked for folks to send her ideas. Some suggested were fixing wheelchair access, sidewalks, entrances.

8. NEW BUSINESS

- a. Tagish Post Office – Change of Open Hours to noon to 2:30 pm. Paul has posted the change on the website plus also referred to the summer transfer station hours.

- b. New TCA Membership Form – Krista drafted up a new membership form for TCA gleaned ideas from Mt. Lorne and Marsh Lake. Bonnitta suggested a data base of members and offer a discount to events for members. Agreed to take “allergies” off the membership form and to prepare a poster for hall, bathrooms, etc advising guests to community events to advise TCA of any allergies/health concerns. Paul questioned if Krista’s First Aid certification is up to date. Krista believes it runs out this year. Krista will look into running First Aid course(s) at the TCA community hall. Paul added that Prime Minister Harper has committed to providing a defibrillator to community centres.
- c. Music Lessons in Tagish (Steve Slade) – Steve provided a proposal to TCA to offer music lessons. Krista will look into funding applications to find money to assist in providing this service. Paul expressed concern with competition to local music teachers. Paul suggested as a courtesy to contact local musicians to inform them what is being proposed with Steve Slade and inquire if they are also interested. Agreed 2 workshops every other week is sufficient to start: guitar and harmonica.
- d. Rob Hopkins – Rob has 14 - 42” big screen monitors and wall brackets. He has placed one at the airport, one at CFTN and one in Dawson City. He will install it and provide insurance. There will no cost to TCA for the first year. He wants to install these in many communities and would like to use Tagish as a demo model. It could be tied in with website. We could realize advertising income from it. The screen would be installed in the hall, approximately where the projector is now. It will be a consistent loop when events on and shut off when hall is empty. We would have full control, could advertise events, etc. He is will to assist us in maintaining it. First step would be to check out the one at CFTN. Perhaps Rob can come to next meeting, has value, but it is more work. There will be no noise possible revenue. On the surface, looks like a good idea, need new more info.
- e. Fireworks Party – March 23rd - All arrangements have been made, bonfire, contact fire department. Extra funds for Fireworks and kids said they would like fireworks. Cost - \$5.00.
- f. Easter Family BBQ – March 30th, 11:30 – 2:00 pm – Easter Egg Scavenger Hunt, Family BBQ with leftovers from Fireworks Party. Free event. Boiled eggs for painting. Paul suggested when we have some extra money from events that we put it into a contingency fund in consideration of future needs for furnace, etc.
- g. Volunteer Recognition Award – Krista forwarded to email list. Anyone who has a name please do your own.
- h. AGM – Paul mentioned that we need to actively solicit more board members. Members should be willing to ACTIVELY participate by attending meetings, assisting with events, etc. Suggestion of one year and two year terms alternating. Agreed Pot Luck, 5:00 – 5:30; meeting should start promptly at 6:30 pm. Wednesday, *June 19th* to allow for Leah to prepare financial statements.
- i. Correspondence - none
- j. Adjournment.