

Tagish Community Association
Public Board Meeting
April 17, 2013 - Wednesday @ 7 pm
Tagish Community Hall

MINUTES

Present: Peter Hamm, Paul Dabbs, Bonnitta Ritchie, Shelly Penner, Louise Girard
Absent: Jane Hermanson, Brenda Mattson, Mitch Dupont, Boyd Piper
Staff: Krista Lambier, Recreation Director
Guests: Sunny Peterson, Rob Hopkins

1. Call to Order – 7:06 pm.
2. **Motion:** To adopt agenda as amended: Bonnitta Ritchie/Paul Dabbs. Carried
3. Minutes of January 16th, 2013.
Motion: To approve: Bonnitta Ritchie/Shelly Penner. Carried. Louise asked for clarification on Rec Directors reporting of hours, website, and new membership form.
4. **Sunny Peterson**, Tagish resident, asked to speak to the TCA Board of Directors with a proposal to install windows in the Tagish Community Hall. At present, there is no natural light, can't see children playing outside, can't see the weather. Ms. Peterson is aware that there are structural issues and she is willing to assist with any funding applications. Paul stated that TCA owns the building so does not need permission from YG however will need building permit. Paul added that TCA would need information from a building engineer or building inspector for possible options. Cost estimates need to be established. Paul added that we have no funds for building improvements and would need capital funding. Krista offered that there may be small capital projects that we may be able to access.
Motion: To initiate a process to assess possibility of installing windows in Community Hall. Shelly Penner/Louise Girard. Carried.
Paul suggested TCA contact Sue Meikle as a first step for possible assistance in obtaining engineering recommendations. The windows will need to be protected from breakage in some way. Several small windows would work better than one large window for this structure.
5. **Rob Hopkins**, Tagish resident, owner/operator CFET radio station. Mr. Hopkins proposed installing a LCD screen in Tagish Community Hall to display events, provide news, information, etc. This equipment would be a showcase for Mr. Hopkins to promote the installation of similar projects in other locations. It would have the ability to offer live broadcasting from TCA through an installed link. There would be no cost to TCA, 100% would be paid for by Mr. Hopkins. It would not tap into our internet and is very safe. There would be no fee as it provides a Pilot Project/Business Model for Mr. Hopkins. Possible options for TCA would be music jams, dances, guest speakers, etc. Permission of band, etc would be obtained in advance. Mr. Hopkins carries insurance in case of breakage, theft, etc. Paul expressed concern of labour needed to manage content of a running slideshow being displayed. Mr. Hopkins assured TCA that he would assist with the set up and changes. Paul asked about control of content, Rob responded that there are ways to ensure content is appropriate. Paul will try to get over to view the

screen set up at Carcross. The BOD thanked Rob for his presentation and will discuss and consider the possibilities.

Everyone agreed that to really consider the arrangement a sample presentation during a coffee and chat would provide a realistic impact for consideration.

4. **Treasurer's Report:** Shelly provided an Income Statement and a Balance Sheet, available by email if needed. These statements are up to date as of April 17th. Insurance needs to be paid. The cheque will be written in May. This expense is covered by Community Services, YG. TCA has received confirmation from Govt. of Canada that Tagish will receive \$4,000.00 for the July 1st celebrations. There was approximately \$10,000.00 in bank at the end of March. Paul stressed the need for a Cash Flow projection statement. The end of the fiscal year is May 31st. Confirmation of previous discussions that TCA will provide notice to Leah Verishine, the present bookkeeper that TCA will take over the bookkeeping for TCA effective June 1st, 2013. As part of her present contract, Leah will prepare the year end reports for 2012/2013 fiscal year. Shelly and Louise have discussed using Excel for accounting until such time as bookkeeping software is chosen and installed on the TCA computers. Paul stated that Judy Dabbs has offered to do the inputting of the data. The treasurer's position should provide overview and monitoring not the manual entry of data. A deficit budget was approved at the beginning of the 2012/2013 fiscal year at the AGM. Krista will check on the YLAP holdback and when it can be expected. Krista/Shelly will check with Sue Meikle as to how much and when TCA will receive annual funding. Paul added that an invoice for \$50.00 will be coming for the website. Spring Litter/Garbage Pick-Up: Krista has arranged for a section for pick up.

Motion: TCA will provide notice to Leah Verishine, bookkeeper, effective June 30th, 2013. Leah to provide all statements, etc to May 31st, 2013 and to prepare year end statements for the AGM. Shelly Penner/Louise Girard. Carried.

Motion: To accept Treasurer's report as presented. Paul Dabbs/Louise Girard. Carried.

5. **Recreation Director's Report:** Krista provided her report for March 2013. The hour reporting confusion has been resolved.
Motion: To accept Rec Director's report as presented. Paul Dabbs/Shelly Penner. Carried.

6 OLD BUSINESS

- a) **Hall Rental Policy:** Krista submitted a proposed Hall Rental Policy and a Hall Rental Agreement form. Discussion around terms and costs. Several scenarios were considered. A revised policy will be presented at May meeting.
- b) Rekeying of hall locks – tabled.

8. NEW BUSINESS

- a. New TCA Membership Form – Revised membership form presented.
- b. Music Lessons in Tagish (Steve Slade) – tabled.
- c. Outside Flowers – Budget \$100.00 for flowers from local supplier.

- d. Recreation Director – The previous ad and job description will be used with some minor adjustments for the 1 year term position to replace Krista during her maternity leave. Krista will begin her maternity leave July 21st and return July 20th, 2014. It was agreed to advertise locally, Tagish, Marsh Lake, Carcross, Mt. Lorne, etc. but not Whitehorse newspapers. One person for the position is ideal however the BOD will consider shared positions. Krista is working on a guide for suggested funding applications and would like feedback from the Board since she will not be here for part of it. Paul suggested that TCA may want to cut back on the events and to be realistic in ability to continue the number of programs that Krista was able to organize this past year. Shelly indicated she could assist with music jams, etc.
- e. 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. Leslie Kerr and Lorraine McNabb have advised Paul that they are willing to put their names forth for BOD elections. Shelly will ask some young active adults in the community to join the Board. Looking for a First Nations rep to be on the Board as well. Will present at AGM, the option of changing to one year and two year terms alternating. 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.
- f. Correspondence - none
- g. Adjournment.