

Tagish Community Association
Public Board Meeting
July 16, 2014 - Wednesday @ 7 pm
Tagish Community Hall

MINUTES

Present: Paul Dabbs, Bonnitta Ritchie, Shelly Penner, Susan Baker, Doug Heynen, Richard Hancock, Louise Girard, Rebecca Andrei, Lorraine Donovan-McNab, Leslie Kerr

Staff: Anna Radzimirska, Recreation Director

1. Call to Order – 7:10 pm
2. Adoption of Agenda
3. Adoption of minutes from June 25, 2014 – Richard/Shelley
4. **Recreation Directors Report - Anna** Radzimirska was hired in June and has been busy with orientation, training and events.
 - a) Canada Day celebrations were successful, with few complaints, still reconciling the finances and will report once completed. **TBA**
 - b) Computer purchase – researching programs and pricing with Susan Baker - **TBA**
 - c) 3 YLAP students have been hired to work on various projects and events
 - d) Organizing an Operations Manual documenting processes and procedures for Tagish Community office.
 - e) RPAY annual Healthy Living Retreat scheduled for Oct 1 – 3, would like to attend, other Board members may participate as well. - **TBA**
 - f) Will provide a formal Thank You in the August Newsletter to Doug and Ray for donating the winnings of the Six Mile cooking competition. The funds are to be use towards a Youth event, or activities.
5. **Treasurer's Report** – Shelley/Louise **TBA**
6. **Capital Projects discussion** – 3 year forecast, application to be submitted for special projects for \$20,000.00 per community. Projects are to be completed by mid October 2014. **TBA**

Ideas for the first year projects are:

- a) **Walkway and upgrade entrance doors** for wheelchair access approx. \$15000.00; Shelley would like a quote done for the sidewalk, wood vs concrete as there are benefits and problems with each version. May approach Fred Van Delft regarding potential design. Paul will follow up with Sports and Recreation regarding design costs.
- b) **Parking lot and additional entrance or exit**, will require a permit, design and input from YTG for culverts, visibility of entrances from roadways, etc. Board will contact Highways and Public Works for review of options for second access.
- c) **Storage sheds** – heated and insulated to enhance usage for the arena and provide extra room inside the hall.

- d) **Signage** for Tagish Community Association. Anna will draft up a couple of potential designs for new signage. If Board agrees to use one of Anna's designs, it would have to be under a separate contract. Paul will approach Claude and Maureen regarding a new frame for the new sign and to cost it out. **TBA**
- e) **Fence for the playground** to keep children safe from traffic – approx. \$2500.00, for a steel fence, 2nd year would be to provide additional equipment \$5000.00. Shelley will provide quote information re: options for fence. **TBA**
- f) **Computer** – approx. \$700.00 available once every 5 years. Board will set up a meeting with Daryl McNab, Anna, and Susan Baker to discuss community requirements, such as financial software, office software, and program for website design, and storage of pictures. Then determine the purchase of a computer or laptop with a current operating system. Will also look at the possibility of a donated computer or two for additional community use. **TBA**

Board members will review the various projects Paul sent out in an email, circulate for everyone's review and comments, consider the best options for the monies and contact Paul within 3 – 4 days

7. **Development of Policies and Procedures** – identify most important and bring back to Committee for discussion.
 - Contract
 - Hiring Process
 - Finance – Louise/Richard
 - Preliminary information – Paul and Susan – will also look at other communities – NGO – Sue Meikle
 - Procedures on Emergencies – list of local trades people to hire on a rotational basis
 - Conflict of Interest policies
8. RPAY - 2014 Retreat – Oct 1 – 3 – interested in attendance – Anna will be funded by TCA with training funds. Other interested parties are Shelly, Richard, Doug, Bonnitta and Rebecca – will look into funding information from RPAY for Board members to attend. **TBA**
9. **Gopher issues** – discussions on best methods to eradicate the gophers which have taken up residence beneath the floor of the library. Anna will talk to UTA, Shelley and the Trappers Association to determine if live traps are a feasible option – **TBA**
10. **Potential August event** – consideration of a family oriented event, such as ball toss, baseball, ring toss, tug of war, and sack races. Potential dates could be Aug 17th to coincide with the Pancake Breakfast, and Market Day. YLAP students will be hired to provide support for the games and activities as well as the participation of some of the volunteers. Anna will follow up with Steven Slade regarding some music lesson tryouts, to generate further interest.
11. **New Business** – see funding – Arts Funds regarding entry for the 2nd Intake on Sept. 15. Will discuss potential projects to use funding ie. Swing Dance. Need to follow up with Dough Dupont and Ray regarding the donated monies from their food contest. **TBA**
12. Correspondence - None
13. Question Period
13. Next Meeting Date – Wednesday, Aug. 13, 2014 at 7 pm

Meeting Adjourned at 9:00 pm.