



RSCA Meeting Minutes 2020-11-19

Present:

Kyle Creelman / Tamara Lewis / Atif Rashid / Lynn Vanasse / Lesia Gilbert / Filipe de Souza / Alexander Coakley

Absent:

Paul Brun

Minutes

Item	Details	Motion
1	Call to order & Welcome Attendees: Meeting was called to order at 7:35pm.	
2	Adoption of the Agenda	Moved: Lynn Vanasse Seconded: Tamara Lewis Carried: Yes
3	Approval of the Sept 17, 2020 Meeting Minutes	Moved: Alex Coakley Seconded: Tamara Lewis Carried: Yes
4	Treasurer's Report: Atif Rashid No activity since the transition from Lesia to Atif.	

5	<p>Events Update: Lesia Gilbert</p> <p>Toy Mountain Drive: Will be Saturday, December 5th from 9am to 11am in the Moncion's parking lot. Rachel Hammer is donating donuts from Le Donut Stop as an added incentive and thank you to donors. Parkview Moving will transport toys to Toy Mountain depot for 12:00pm. Lesia requested approval to use \$200 to rent a sound system to play Christmas music at the event and to have hot chocolate available for the volunteers. Approved by Kyle and Tamara. Set up starts at 8am and execs are needed to help with the set up and collect the toys. Signs are being printed for use on event day. Alex will assist in securing three student volunteers to hold signs and help direct traffic. Prior approval was given informally by Tamara and Lynn to Lesia for the purchase of the signage – under \$250.</p> <p>Christmas Lights Tour: Planning is underway to have a Christmas lights competition. Lesia is waiting to hear back from Marcel Moncion about donating some gift basket arrangements for winning participants.</p> <p>An email will be distributed to community members with information about toy drop off and lights competition.</p>	
6	<p>Communications: Lynn Vanasse</p> <p>Next monthly newsletter will include: Toy Mountain Drive and Christmas Lights Tour details; ongoing construction at Limebank and Earl Armstrong.</p>	
7	<p>Local Businesses & Sponsorships Update:</p> <p>Filipe de Souza</p> <p>Email was sent out on Oct 21 to business owners about interest in making a short video describing their business to be put on our website. Only a few responses so far. Filipe will reach out to our sponsors and will review this further.</p>	
8	<p>Volunteers Update: Alexander Coakley</p> <p>Alex will email his volunteer list about assisting with the Toy Mountain Drive as well as helping with the outdoor rinks this season; he will coordinate with Lesia and Mark.</p>	
9	<p>New Business:</p> <p>Will send out a general call out to fill the vacant secretary position.</p> <p>Boothfield still needs a rink lead. Alex to include this in his volunteer email.</p>	

	<p>Volunteer snowblower maintenance quote is \$225.99 per blower x3. Will look into the history of costs and giving Mark a budget as a recurring yearly expense so we don't have to approve invoice(s) each year.</p> <p>John Carson has submitted an invoice for his snowblower which was damaged by ice at Nimiq park. Cost to fix is \$469.19.</p> <p>Kyle will speak to bank manager to have Atif and Tamara set up for cheque signing privileges.</p>	<p>Moved: Lynn Vanasse Seconded: Kyle Creelman Carried: Yes</p> <p>Moved: Kyle Creelman Seconded: Lynn Vanasse Carried: Yes</p>
10	<p>Adjournment The meeting was adjourned at 8:15pm</p>	<p>Moved: Leisa Gilbert Seconded: Alex Coakley Carried: Yes</p>

Next Board of Directors Meeting: Thursday, January 21st @ 7:30pm, Virtual