

Prince Rupert Community League Meeting

Date: Tuesday, June 3, 2014 @ 7:00pm

Location: Lions Senior Centre

Present:

Victor Dorian, President, Ralph Dyer, Vice President, Brandy Harris, Membership Director, Heather O'Hearn, CRC, Demetrius Garanis, Casino & Sports Director, Sandra Lee, Director, Tony Spencer

Regrets:

Marilyn Dumkee, Director, Shannon Biafore, Director, Pam Chaillard, Treasurer

1. Call to order: Meeting called to order at 7:07pm
2. Attendance: Taken/ Brandy taking minutes.
3. Agenda: **MOTION:** Victor motioned to approve the agenda; Ralph seconded; all in favour.
4. Minutes: **MOTION:** Brandy motioned to approve May 6th, 2014 meeting minutes; Victor seconded; all in favour. *Correction: Change Spencer to Ralph under Action Items.
5. **May Action Items:**
 - Instant Storage: Tony & Ralph took inventory of items in Storage. (See Vice President's Report.)
 - Victor Circulated the TOR's via email to executive.
 - Victor/Brandy/Pam got donations and coordinated the MayDay Event.
 - Victor is coordinating the AGM.
6. **President's Report:**
 - Partnership: Met with Witten LLP Law Firm to go over the MOU legal document now called "Owner's Agreement". A final draft of this document should be ready by mid-June. Terra's board has decided to have this doc reviewed by their own lawyer. Victor met with Sid Kobewka (a recommended Lawyer) and Sid didn't think it was necessary for Prince Rupert to bother hiring a separate lawyer to review. He also thought it would be a good idea for the three partners to incorporate. There would be pros and cons of this option – which Terra is currently creating a list of. General discussion from members present at meeting seemed in favour of Prince Rupert obtaining a third party review as part of our due diligence. Is ATA hiring its own lawyer? The cost would be worth it to protect our investment.

ACTION: Victor to speak with ATA and Sid Kobewka regarding hiring our own lawyer.

ACTION: Ralph to check with EFCL & Boyle Street Community about Lawyer referrals.

-Randy Darr & Thomas from Synergy discussed the different ways to run a project. The building committee is supposed to decide how we want to proceed shortly. We have a basic idea of the programming and the requirements of the building but no design – need to hire an Architect. Differing opinions of hiring a project manager between the partners – will discuss further. Next committee meeting is June 13th.

ACTION: Ralph to take responsibility about an online option such as Google Docs for coordinating all of the partnership/building committee meetings.

-Victor to meet with Terra and Clip Grant administrators regarding the applications submitted by both parties. Heather explained that they are working on amalgamating the funds but would still issue separate cheques to each applicant which could eventually be reconciled in a joint account for building/construction expenditures.

- AGM is booked for June 17th, 2014 at 7:00pm. Certain guests have been invited and we are assuming about 30 people for catering – which will be Thai food at about \$17.00/person. Brandy and Ralph to coordinate misc items such as napkins, cutlery, plates, bottled water, etc. Discussed a door prize option such as a hanging basket, or gift card – in the amount of about \$25.00.

AGM nominations:

President: Victor / Vice President: Tony / Secretary: Brandy / Treasurer: Ralph / Social: Pam / Memberships: Sandra / Sports: Demetrius + Directors at Large.

ACTION: Brandy to contact potential volunteers & distribute membership list to executives for phoning.

MOTION: Victor motioned to have a budget of \$600.00 for food and drinks at the AGM; Brandy seconded; all in favour.

7. Ratification of Email motion on May 14, 2014:

MOTION: *I motion to appoint Ralph and Victor as the two reps from Prince Rupert (as VP and Pres) on the Project Management Committee of the PR/ATA/Terra Partnership.*

Brandy motioned; Pam Seconded; All in Favour

8. **Vice President's Update:**

-Instant Storage: Tony and Ralph have reviewed items being stored at both instant Storage and in the Slo Pitch Container. They think the only items worth storing are a hose reel, a BBQ and a fire pit. Slo Pitch has offered to let us store these items in their container if we volunteer to organize and clean it up. Demetrius brought up selling the items as we won't be using them for years anyway and they just keep depreciating. The hockey equipment can be donated but most of the junk can just be disposed of / recycled. Victor to contact Instant Storage to give notice that we will be emptying our unit and closing our account by June 30th, 2014. [We also agreed that we would put on our Sept. Meeting agenda an item to discuss the potential to sell our surplus rink equipment as we currently are not operating the rink and probably will not for the near future.](#)

MOTION: Sandra motioned to salvage useful items and get rid of everything else in order to stop paying to store it and PRCL will reimburse for gas/recycle fees. Brandy seconded; all in favour.

9. **Membership Report:** MayDay was a huge success! Approximately 70+ people were in attendance. We [will should try to](#) do this annually. We spent approximately \$1100 but Pam will collect all receipts and give total at next meeting.

10. Sports Director's Report:

- Discussed being more involved with the Lion's Centre's facilities. Heather and Demetrius to look into.
- Lawn Bowling is booked for Sunday June 22nd from 1:30 – 5:30pm at Highland's Lawn Bowling club. Please RSVP to Demetrius if you plan to attend. Brandy to put event on Facebook page.

11. Other Business / CRC Report:

- PR Summer programs are full & have waiting lists.
- City has offered to cut the grass in the rink but they need to have their own lock and key – Ralph to coordinate.
- Heather will look into option of PR members having access to Lion's facilities.

12. Action Items:

- Victor to speak with ATA and Sid Kobewka regarding hiring our own lawyer.
- Ralph to check with EFCL & Boyle Street Community about Lawyer referrals.
- Ralph to take responsibility about an online option such as Google Docs for coordinating all of the partnership/building committee meetings.
- Brandy to contact potential volunteers & distribute membership list to executives for phoning.
- Ralph to coordinate with the City to cut the grass in the rink. He will need to arrange for the City to have access to the rink.

13. Next Meeting Date:

- a) Next meeting to be the AGM on Tuesday, June 17th 2014.

14. Adjournment:

- Victor closed the meeting at 9:00pm.