

SSPORA

BOARD MEETING MINUTES

OCT. 21, 2021 ON ZOOM

Present: David Kerk, Iain Donaldson, Betty Price, Bruce DeConinck Smith
Joe Dunn, Peter Staton.

With Regrets: Nancy Westward, Nigel Gray.

Called to Order: 6:35 pm

New Business: **Item 1:**

Budget Jo Dunn introduced a draft of expenses incurred during a typical year. These expenses total approximately \$950.00. Jo went on to explain expenses could be reduced by approximately half if the board chose to use zoom for AGM meetings, thereby eliminating venue rental, insurance and advertizing fees. (see attached revenue and expense sheet) If we set a goal of 65 paid members our revenue would equal \$1300.00, less expenses leaves a balance of \$750.00 plus a bank balance of approximately \$1300.00.

Betty Price felt in person AGM meetings should still be an option post covid.

Jo Dunn said he needed more information before an accurate budget could be presented.

Jo Dunn moved that the board budget \$400 to the Parks Committee for this fiscal year. Seconded by Betty Price.

The motion was passed unanimously.

Item 2:

The Web Page: David Kerk made it clear Geeks on the Beach created the web page that we have all seen free of charge. Any additional work they do for us on the web site will be charged out at \$96.00 per hour.

To ensure we retain the web site domain name a cost of \$22.00 per year would be incurred.

If we chose to hire out maintenance of the web site an additional \$127.00 per year would be required.

Bruce DeConinck Smith voiced his concern regarding the unknown costs related to the web page.

There was much discussion supporting the benefits of the web site as a key communication tool to disseminate information to the community.

Some example discussed were:

Who SSPORA is and what we do.

AGM announcements

Safety and Emergency announcements

Events within the community

David Kerk encouraged us to view and explore the web site and also go through the tutorial that enables us to put information on the site.

Jo Dunn said it may be possible to get web site help in the form of a tutorial from the Rotary's web master.

A consensus was not reached as to how to proceed with the web site at this time due to a lack of knowledge.

Betty Price volunteered to ask Nancy if she would consider helping with the web site going forward.

It was also suggested Nancy and Nigel could give us guidance at the next meeting.

Other Business: Jo Dunn asked all board members to email him their full legal name, address, postal code, phone number and cell number. These requests are to create a contact list of board members and to satisfy a Societies Branch requirement.

Betty Price let us know she was in contact with the RDN regarding the cleanup of fallen branches within Maple Lane Park. It's a work in progress. Betty also informed the board The parks committee was planning children centered events for Halloween and New Years.

Peter Staton brought forward the existence of a Community Foundation Small Grant for projects that connect people socially. With the board's approval Peter will investigate the parameters and apply if appropriate.

Jo Dunn brought to our attention the RDN was again moving water from our reservoir to Whisky Creek due to poor water quality at their site.

David Kerk suggested VIU's elder college is an excellent resource for training in Zoom use for community members.

Betty Price moved to adjourn at 8:10

SSPORA Revenues and Expense

Revenues: {membership fees} range \$400.00 to \$650 per year.- dependencies include number of people at AGM {not all pay} response to AGM advertising and word of mouth.

This past year saw good response to e-transfer {35 transfers}

To have a budget we need to set a membership goal and work to achieve

Expenses:

- 1. Societies Fee-\$45.00 – \$60.00 depending on the number of changes or additions**
- 2. AGM advertising - \$185.00 2021 rate***
- 3. AGM meeting room rental \$125.00 - \$150.00 Knox or Tigh na mara***
- 4. Meeting insurance - \$120.00***
- 5. AGM expenses - \$45.00?**
- 6. Easter Egg Hunt - \$65.00**
- 7. Community Events – Maple Lane - \$130.00 - \$150.00**
- 8. Website hosting and domain - \$142.00 plus tax**

Taking a conservative view, we would need approximately \$950.00 to meet historical expenses for a normal non-Covid year. There are ways to pare this amount such as: virtual meetings { eliminate meeting room, insurance} , replace newspaper AGM advertising with the website, social media and post-box signage and eliminate the expenses marked with an asterisk would reduce expenses by half.

From a membership perspective setting a goal of 65 members would yield \$1,300 in dues and would give us a buffer of \$750.00 plus our current bank balance.

Is 65 realistic since it's an increase of 25 over this year.

For discussion.

Jo.