

Spruce View & District Agricultural Society Meeting Minutes

Date: October 12, 2023 @ 7:45 pm

Attendees: Kinsey Brown, Janine Seymour, Dustin Christiansen, Mitch Hetu, Whitney Quartly, Lindsay Stoyberg, Brent Ramsay, Jaret Haupt, Logan Ebbesen, Tom Vanderlinde

1. Amendment to Agenda to make the following changes:
 - Add ATCO Grant, Internet, and Wheelchair Ramp to Unfinished business.
 - Add Floor Scrubber, Scholarship, and Capital Assessment to New Business.
 - Motion to approve amendments to the agenda by Mitch, 2nd by Logan.
2. Elections of Board Executives
 - President - Logan Nominated, no other nominations.
 - All board members in favour. Carried.
 - Vice-President - Mitch Hetu stepping down. Tom Vanderlinde nominated.
 - All board members in favour. Carried
 - Treasurer - Lindsay Stoyberg agrees to let her name stand.
 - All board members in favour. Carried.
 - Secretary - Kinsey Brown agrees to let her name stand.
 - All board members in favour. Carried.
3. Motion to approve September 2023 meeting minutes by Whitney, 2nd by Lindsay
4. President's Report - Logan
 - Vending machines have been installed. Water needs to be hooked up for coffee machine.
5. Financial Report - Lindsay
 - General 135,220.14
 - Casino 12,570.78
 - \$3000 in ice rentals collected so far. Men's teams have not been invoiced yet.
 - Motion to approve financials by Mitch, 2nd by Whitney
6. Director Reports
 - Facility Rentals
 - Still looking for someone to take over this position. Someone from minor hockey would be ideal.

- Communications - Whitney
 - A number of people have inquired about being added to the old Facebook page, Whitney to try to disable it.
 - Email service changed to Mailchimp to allow for multiple emails per month. Mailchimp is a free service.

7. User Group Reports

- Minor Hockey
 - No Report
- Figure Skating - Whitney
 - Season has started
- 4-H - Whitney
 - 1st weigh in in November
 - 16 members this year

8. Caretaker Report - Brent

- Repairs discussed in the texting group - need to be mindful of what financial decisions are made in the text group.
- Pest Control - Brent reached out, will follow up.
- Jet Pump - works
- Checklist for Start Up/ How To - board to look into creating a checklist/ how - to guide for start up and ice plant to ensure equipment is being operated properly
- Locks - Janine was looking into, having trouble finding someone to quote a system within the arena's needs. There are some doors we do not have keys to.
- Fire Inspection - completed this week, waiting on report.
- General Clean Up - office - post old speakers and desk to sell.
- Washroom Counters - Brent has repaired
- ChalkBoard Signs - Brent has supplies to do the chalkboard signs in the bathrooms.
- Timeclock - loose wire. Logan will follow up with electrician
- New Maintenance items brought to the board's attention:
 - Boiler in Zamboni Room - leaking from bottom
 - Coils in Zamboni room - leaking
 - Main TMP Valve needs to be replaced on hot water tank
 - Zamboni Concerns - brakes

- Weather Stripping missing in some areas
- Arena needs new vacuum
- Zamboni door needs maintenance
- Upstairs heater not working
- Water Truck Plumbing - Tom will look into
- Misc Plumbing Issues - Tom to get quotes
- Misc Supplies needed - Brent to look into supplies/ account

9. Unfinished Business

- Caretaker - Logan to reach out to the applicant.
 - Graham is willing to hire a caretaker under his business for the arena and assist with training etc.
 - First bill from Graham expected October 15
- Kitchen - re-run ad with more details. - Kinsey
 - Vending machines are in. Hot water still needs to be connected for the coffee machines.
- ATCO Grant - unsuccessful
- Internet - Valo will be running cable past the arena - Logan/Brent to look into getting internet to the arena
- Wheelchair Ramp - Logan to get quote

10. New Business

- Provincial Capital Grant - can apply for up to \$100k, Arena would have to match 20% and can be in-kind contribution. Kinsey to review the application and email board.
- New Year's Cabaret - Kinsey to send out to-do list via email.
 - Entertainment - Logan to look into
- Recognition - Big thanks to Tom and Whitney for their contributions.
- Outdoor Rink - Logan to contact Kevin from the county to discuss maintenance grant to operating costs.
- Scholarship - Letter received from Denver Hetu, scholarship recipient, thanking the board for the scholarship and an update on how his program is going.
- Floor Scrubber - budget discussion. Motion to allow the board to spend up to \$1,000 on a floor scrubber for the arena by Mitch, 2nd by Mitch.



- Capital Assessment - Brent - Assessment of the building to help prioritize repairs, maintenance and other projects. Logan to reach out to Joanne at the County to inquire further.
- Co-Op Paint Grant - Whitney to follow up

11. Meeting Adjourned 9:45pm

12. Next Meeting November 9, 2023 at 7pm