

VGCC Gardens Community Center Inc.  
Board of Directors Meeting  
Minutes December 21, 2022  
at 7:00pm

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**Board Members Present:** Karen Kummen, James Franz, Subhdeep Sidhu, Terra Fehr, Nancy Krahn, David Murai, Dave Fraser

**Regrets:** Mike Buenaventura

**Absent:**

**Call to Order:** 7:03PM

**Welcomed** Mandy Furney as the new General Manager.

**Approval of Agenda:** Subhdeep & Nancy (second)

**Approval of Past Minutes:** Nancy & Terra

**Approval of previous months' Financials**

- **August 2022** – James & Karen (2<sup>nd</sup>) – majority moved.
- **September 2022** – James & Subhdeep
- **October 2022** – Nancy & Subhdeep
- **November 2022** – Nancy & Terra

**Director's Reports: Subhdeep & Nancy (Second)**

**Treasurer Report – James Franz:** Preparing a budget based on previous year as the accounting is now being caught up. Would like to rethink with Mandy how some expenses are being categorized. Our electrical bills are high; need to have folks on site be more efficient with energy use.

QuickBooks – current version on desktop is old and while we can back up the files to return to that program, if we lose the desktop (virus etc) we have not been able to upload the backup onto a different computer. Suggestion that Mandy use the desktop only for QB and laptop for other activity to reduce risk. We previously tried switching to QB online, but our old files would not import into the Cloud so returned to desktop software. Would like to reconsider even though Online version has a monthly cost because it would be more secure should an issue arise and could be accessed by Treasurer. *Mandy suggested that if we want to switch, now/January would be the time as we start a new fiscal year and because James would also like to clean up the Accounts List in QB. It is also a good time because Mandy is not fully committed to the existing version. James and Mandy to meet next week.* Board in agreement that we move to QB Online.

**Motion to have three credit cards created for use by VGCC and management. These cards would centralize payments instead of issuing reimbursement cheques.** One card for General Manager Mandy Furney with a limit of \$2,500. One card for Groundskeeper

Henry Clyde with a limit of \$1,500. One card for VGCC with a limit of \$4,000. James & Nancy. All in favour.

Request that Mandy email our audited finances from 2020 and 2021 to our credit union rep.

**VP operations – Nancy Krahn:** Inquiry about the status of the heat exchanger. *Mandy updates that Henry and her have determined that with one space heater near the hall entrance the shop is sufficiently warm when doors are closed, especially as Henry remains in winter layers because he is in and out. When temperatures are below -25c a second space heater near the hose keeps it from freezing. Suggests we look for a grant to replace the overhead heat exchanger. Subhdeep knows a couple of grants we could target. Would also like an updated inventory list, particularly for the shop, and to know what tools and equipment were recently purchased. Mandy to send that information to Nancy.*

**Basketball Convenor – Nancy Krahn:** Going fine. 2 teams practicing.

**Hardball Convenor – Dave Fraser:** Inquiring about the Baseball Diamonds project. Dave will follow up with D. Wagner (contractor).

**VP programming – Subhdeep Sidhu:** Welcomes new Publicity member David Murai. Looking to develop the new website. Skate with Santa had low attendance but was enjoyed. Inquired with local city councilor about naming the new Diamond after Shane Fox. Would like that name in place by June for the opening. Bulla Arts dance group reached out to him about the change in rental rates as they move from the Lodge (no longer available) to the main hall. *Mandy provided information about the cost difference and that BAI was provided with this before their general meeting and new registration.*

Discussion of the Lodge that will be torn down. If we rebuild, where? It cannot be rebuilt at current location because of the Splash Pad drainage. Mandy to check into past correspondences.

**Softball Convenor – Mike Buenaventura:**

**Hockey Convenor – Terra Fehr:**

**Manager's Report – Mandy Furney:** Agreement that we change to the Square POS service which will also align with our new Square Space website. Approved as presented: James & Nancy.

**Unfinished Business:**

Website updates: New website: working with a student to create new site on Square Space. Mandy to create an account and send to web designer. It is very important that we be able to process Mini Soccer registration through new website.

Missing passwords/access to our Media accounts. Mandy to follow up.

**New Business:**

Dishwasher in need of repairs – daycare received a notice from health inspector that machine is not getting the water hot enough. Mandy to get a copy of that report. How old is the dishwasher? Is it under warranty? Mandy found an appliance repair person on the Approved list with the city who was to come earlier this week to assess but has not yet.

International Worship Centre, who has been renting main hall on Sundays since September, would like to install a permanent sign at the street. Speaking with city, this is not something we can do. It would also block visuals for the school. We can add their presence to our digital sign.

Retired staff: Cher had temporarily returned from retirement to help Mandy learn the new role. Mandy feels confident in her position at this point. Shawn has been assisting the new groundskeeper but will no longer be needed regularly in the new year. Mandy suggests we remove them regular payroll (as both did already give their notice) and if their services are required and they agree to assist, they can be paid as independent contractors as we do with casual bartenders.

Mandy to review and update the Keyholders and Security access list.

### **Email Motions & Correspondence.**

3. Monday Dec 12, 2022. Nancy put forth the following motion: To approve the hiring of Johnson electric to install all outside arena lighting to a one smart switch able to be controlled manually, by phone, or set on timer. Cost not to exceed \$1950. Motion 2<sup>nd</sup> by Karen. In favour: Natalie, James, Subhdeep, Terra, Dave.

**Meeting Adjourned:** 8:55pm

**Meeting Scheduled:** January 18, 2023