

Twin Elm Board Meeting

Tues. August 3rd, 7:30pm

TERP Board Meeting Attendees: Scott Mills, Kevin Ireland, Michelle McDonell, Marc Sorrie, Lee Powell, Jim Shaw, Alex Plourde, Andrea Vandette
Regrets – James Brennan, Rick Mellor

Minutes July– Approved by Scott - & 2nd by Marc. Minutes accepted.

Items:

Plaque –

Donated money and Time

Financial report – Jim

1. Banking Statements - Balance \$36,003 (includes \$20,000 loan)
2. Saturday a great turnout upstairs for the game (~\$400)
3. Made over \$2000 July in revenue
4. Bar staff earn \$15/hour
5. Tractor – we are ~25% of the original price of the tractor on repairs. In 2019 – they did a fuel filter we need to clean the tractor off. Pat is cleaning the tractor after using. We previously outsourced grass cutting the cost was ~20K for one year.
 - a. Tractor has a new issue – hydraulic line has a leak in it. This will need to be fixed. Lee purchased blades and the other blades can be sharpened. We change the blades ourselves, new gas line filter is coming this week.
6. Payments received from the following clubs:
 - a. \$3,000 Ospreys paid in full
 - b. \$1,000 Irish (first installment paid)
 - c. \$3,000 Beavers & Banshees paid in full
 - d. \$1,000 Gaels.
 - e. Blues have voted to see improved direction of TERP operations prior to making payment.
7. Hydro Bills – Baseboard heating is causing the hydro bills to be higher in the winters.
8. Ottawa Health visited TERP to evaluate a compliant on washrooms, garbage and water system not being up to par. Garbage can lids will be purchased and water will be tested. Sample has already been taken.
9. Rentals – Lee/Scotty
 - a. Richmond Market –They have decided to leave TERP and have secured a new location. No cancellation policy built into the contract. We will not recoup on the remainder of the contract. Will review with legal any repayment for dates not used. An alternate venue was secured prior to their cancellation.

- b. Football tournament will see ~600 people at TERP this coming Saturday. There will be access to the upstairs only.
- c. Grant goes to City council – city presents it and an automatic.
- d. Reduced fee's being charged to EORU - \$25/field
- e. Weed Wacker – gas trimmer – has been purchased

10. Purchasing Policy

- a. Need a financials against budget
- b. Closing – have petty cash form – currently doing more interact purchases than handling of cash. Marc will look at having a process for monthly statements
- c. Require a better template to report our financials / budget. The purchasing plan will be tied to our budget.

11. Work List - attached

12. 50/50 Draw –All applications have been submitted to the AGCO, contract signed with Rafflebox. It will take ~45 days to obtain the license if we get approved. 1st application submitted for dedicated funding for the women's washroom.

13. Tournament

- a. EORU – is looking at hosting opening tournament for league games – will look at inviting teams from other parts. Rugby Ontario uses Sportlomo for safety protocols so we will need to ensure that the rugby events are aligned. now through Sport Lomo
- b. Clubs will look at doing exhibition games for the day.
- c. Cost for refer \$1/minute. Games will be with Blues Irish & Beavers/Banshees.
- d. September 11th – front pitch and back pitch.

14. Business Plan – still work in process – Marc will continue working on our Mission Vision Values statement

15. Website -emails – done, will be very easy to use – these will appear as in the following way - President @TERP.ca, etc.

16. Rentals

- a. Football - \$1000
- b. Looking for space to run tackle football in October
- c. Gaelic's hosting September 11th
- d. 12 fields will need to be used in October for Hurling
- e. RCMP looking at hosting courses at TERP

17. Other Business

- Stand colour – seats will be painted Forest Green
- City Meeting – Kevin, Al and Michelle will attend

Grant Name	Level of Gov't	Objective listed on application	Deadline to Apply	Date Applied	Amount	Decision
City of Ottawa	City of Ottawa	Renovations to the Men's & Women's change rooms(bathrooms/showers)	January 2021	January 2021	\$50,000	Fall
Trillium Operational Grant – Resilient Communities	Ontario	Operational costs only	June 1, 2021	May 16, 2021	\$48,000	Fall
Federal Enabling Accessibility	Federal Details			Considering applying		
Federal -	Federal			Declined but when?	\$150,000	Declined
Federal Green & Inclusive Community Buildings	Federal Details	HVAC & Isolation. Improves environmental outcomes.	06-July, 2021	Considering		
Canadian Tire		Clubs would need to apply for this grant. Money could be used for post pads.		Clubs to consider		
Canada Healthy Communities Grant	Federal Details	Handicap – provincial buildings, municipalities	Submitted.	applying for 2nd round – June 25, 2021		September 16, 2021
Trillium Capital Grant	Ontario Details	Information about the application, eligibility requirements, application and coaching information sessions will be available soon. sessions will be available soon.	Applications open Sept 1 and close Sept 29 th 5pm. <i>Lee – decision dependent on other applications.</i>	Assistance from rugby Community on our application.		
Canada Community Revitalization Fund	Federal Details	The Fund will provide support to: Adapt community spaces and assets so that they may	<i>Deadline July 23, 2021</i>			

		<p>be used safely in accordance with local public-health guidelines</p> <p>Build or improve community infrastructure to encourage Canadians to re-engage in and explore their communities and regions</p> <p><i>Improve accessibility, public outdoor community sports facilities and spaces, smaller scope projects.</i></p> <p><i>Lee - Accessibility lift and washroom.</i></p>				
Trillium Resilient Communities	Ontario		No dates listed yet	TBD		

Next meeting – Tuesday 7th
Meeting adjourned –9:30 Marc motioned to close, Scott 2nd