

October 6, 2021

7:10pm – Meeting called to order

Attendee's: Lee Powell, Scott Milles, Kevin, Ireland, Jim Brennan, Andrea Van, Marc Sorrie and Rick Mellor

Motion to approve minutes – Kevin Ireland 1st and Scotty Mills 2nd - Approved

Financials:

- Banking – in order to secure a VISA credit card, the bank wants a 5K GIC
- Bill's - Scotty has everything outlined on a spreadsheet with bills (receipts) coordinated by item number.
- Lee will go back to the bank and explore the reason for GIC and check options for alternate financial institution.

Purchasing Policy

- Tried to simplify this as much as possible.
- BOD does not have the capacity to do RFP.
- We will require 3 quotes for work that needs to be done over \$1,000.
- Work under \$1,000 can be done without board approval.
- Next year we need to create a budget for the year and align purchasing policy against this.
- We need to have clear understanding of how we operate in terms of spending and how we budget as a group and show our financials as well.
- This policy will apply to the grants,
- This year there was no operating budget established. Due to COVID
- The board has until March 15th for the coming year. To approve a budget
- 2022 Budget will be clear with separate lines /items to account for specifics –i.e. bar / food/ tractor etc.
- The Policy will be able to be amended by the board at any time.
- Cash portion will be added into the budget for receipting purposes.
- Cheques cannot be signed in advance.
- Credit card will increase transparency
- All records will be kept in excel and can be reviewed by the BOD
- Marc would like to fix a few things – cash and credit & review/approve next time.
- Bulk payment of our largest credit - \$42,600 – Ontario Trillium Payment – they withhold a small amount until final bills/report are submitted.
- Largest withdrawal -Roycon Leasing Corp - \$2,000 for the railing.
- Lee has expenses just shy of 4K
- Insurance 3K
- The bar has been operating very successfully. Weekend of the 13th brought in just over \$2,000 (minus expenses)
- Weekend of the 20th - ~\$1100
- To date outstanding unpaid invoices - \$7,939 – Mainly from outstanding dues - \$2,000 from Ottawa Irish and \$3,000 from the Blues. Scott owed \$2008.41 – all receipts and

expenses provided to Jim. Lee has a few small receipts will email for the tractor related to filters.

Grants:

Our Capital grant was submitted thanks to a working committee. We will continue to work on applying for additional funding to further improve TERP.

Quotes for work are being redone due to the significant increase in costs for building materials. The federal grant provides the specs for the work /items required and the contractor will complete the work based on the required specifications, apply for required permits, etc.

The city audit will provide insight into the accessibility requirements & building assessment. Work and contracts will not be awarded until the audit is complete to ensure that the quotes meet the requirements and all BOD members review.

Business Plan

Currently amalgamating 2 business plans, this is still a work in progress and requires other volunteers to assist.

Reviewed Facility:

Church had one and the only outstanding key given to the Irish and redoing the dressing room Club. Keys will not be provided to BOD. Discussed the benefits of including new doors / security measures with coded doors for upcoming grant applications. We need to close things off so keys only open certain aspects. A full key set includes 13 keys.

Committees:

Agreed that we should be forming committees to assist with park areas – i.e. fundraising, key initiatives and projects, etc. The committee would then report back to the board for their approval / action.

RAFFLE -update - \$3340 total pot. We require more advertising support from the clubs. Draw date, October 31, 2021

November 6th - Chandra Arya will attend the park and announce the 97K grant.

Fall / Winter Calendar – events up to December 4th (Osprey's winter party)

Discussed whether we should close the building down completely through winter. We need to keep minimal heat on and ensure that the pipes are drained appropriately. This year the propane costs are covered under grant as well as hydro

Field repairs:

Ones out back have damage from last summer

Deep aerating, spreading of top soil. Seed and fertilizer

Expect that the fields will cost ~\$8000 – for fields if doing some of the work ourselves and purchasing a part for the tractor. We need to find out if someone has affiliations to run heavy equipment. Agreed that money in the grant will be used for field repair.

OSSC Rental – misunderstanding regarding the field rental would work out to ~400 less than expecting. Looking into this.

Training field 2022 – clubs normally have not trained out here, except the Irish juniors a bit Gales one night/ week. Have a 5 year contract - all 4 fields are rented Monday-Thursday.

Question is – Ospreys say they want a night – Irish looking at coming back, blues has not said anything. Hurling and Gaels – both Gaelic Athletic Association Clubs – Gaels wants to come back to TERP. Wednesday and Friday nights. If they hold more events here – Waiting to hear back from Gael's president. Field usage will need to be discussed further.

Meeting adjourned - 9:18pm – 1st Kevin and 2nd Scotty.