

AGENDA

Twin Elm Board Meeting

Nov. 2, 2021 7:00pm

Martin Duff, Jim Brennan, Lee, Scotty, Jim Shaw, Kevin Ireland, Andrea Vandette, Rick Mellor, Alex Plourde,

- 1) Minutes approval – Motion to Approve - Scotty 2nd by Kevin – approved
- 2) Financial Report
 - a. Emailed everyone the bank statements.
 - b. Biggest payment– was done for operating the bar/facility
 - c. Spent \$15,761
 - d. Brought in \$111,232.84 (97K deposit from government)
 - e. E-transfer for 2K -
 - f. OSSC – no payment received yet
 - g. ABM deposit \$1131 – flag football tournament
 - h. ABM deposit \$1131 – Whitu 7
 - i. Steady deposits from the bar
- 3) Banking
 - a. RBC - \$60/year for unlimited banking etransfer deposits / withdrawals. 10 free cheques / month. Credit cards – 2 cards and that was based on personal credit cards. Process would be for 2 signing authorities – close the account down and get draft and open up account. Kanata RBC. Will have 2 accounts - operating account and Grant account. – Motion put forward to change our bank accounts – Michelle 1st – 2nd by Scott
- 4) Purchasing Policy – Was not covered as Marc was not in attendance.
- 5) Grant Options
 - a. City Grant washrooms downstairs for 65K
 - b. Field repair - \$25,000 complete redoing of the fields next fall.
 - c. Still determining what to proceed with
- 6) Lottery
 - a. \$16,810 – winner of 50/50 was Chris McGuinness. Draw was drawn via Facebook Live – at TERP on October 31st, 12:00pm.
 - b. Recommendations moving forward for other raffles:
 - i. Clubs must commit to sending out an email to membership
 - ii. Promoting weekly on all social media platforms – IG/FB / Twitter
- 7) Field Repairs

- a. Deep aerating and putting down seed before snow and grading over with mulcher.
 - b. Have the funds out of the Trillium Operating expenses.
 - c. May need some help with that – volunteers. Timing will depend on vendor availability.
- 8) Rats/Mice
- a. Pest control -find suggested steel wool in small holes and major thing need to be done. Fixing cement around the women’s entrance.
 - b. No food or garbage in the facility.
- 9) Quotes – accessibility washroom
- a. 3 companies for accessibility washroom – waiting for those to come in
- 10) Projects
- a. Women’s door repair – bottom cement. Cement in the women’s change room. Jim and Kevin will do this on Saturday
 - b. Tree Cutting – Will drop the tree’s, need to talk to Ontario Hydro. They will not cut the tree. Rent chipper and get as many people to cut it and feed the chipper. Kevin will set the weekend and Scott will talk to the farmer.
 - c. Moving shed – moving shed into the back.
 - d. Field maintenance – big rock – needs to come out. This was attempted by the summer students, too big. We will need to look at options for next year.
 - e. Would like to Hang the Jersey’s.
- 11) New Business
- a. Accessibility review Monday November 8th,
 - b. Building audit Wednesday or Friday
 - c. Can clubs add in on their registration a volunteer section? This would include projects / initiatives for TERP. We would like to establish committee’s and request volunteers. Examples - Financial Committee / Field Committee / Event Mgt - Tournament Committee / Facility Building & Maintenance / Marketing and Promotions, etc.

Tuesday December 7th.

Motion to Adjourn – 7:58pm Michelle 2nd by Scott