



MINUTES

Centre Wakefield LaPêche
ORDRE DU JOUR / AGENDA Conseil d'administration
Wednesday, March 9th, 2022
(via Zoom and in person at the Community Centre)

Attendance

Irene Richardson
Kathleen Lauder
Kolleen Gibson
Carly Woods
Hélène Giroux
Carolyn Nolan
Blair Mackay (GM)
Sally Swan
David Park
Chris Harris
Ivan Hale
Andrea Rowe (TW)

Absent

Pam Ross

1. APPROVAL OF AGENDA

Motion: To approve the agenda, moved by Sally and seconded by Kathleen, approved unanimously

2. CONFLICT OF INTEREST

No conflict of interests reported

3. APPROVAL OF MINUTES

Motion: To approve the board minutes of the meeting held on February 9th, 2022 moved by Kathleen, seconded by Helene, approved unanimously

4. NEW BUSINESS

No new business was identified

5. GOVERNANCE UPDATE – presented by Kathleen

For reference - David was appointed by the Board to replace Ned Ellis (resigned) as a Board Member at the Board meeting in February 2022. Previously he had held the Member Support Representative Board Role. For context, the Member Support Board Member represents the

following partners: the Library, the Wakefield Recreation Association, The WAY and Theatre Wakefield.

The Board welcomed Andrea Rowe (Theatre Wakefield) as the nominee to replace David as the Member Support Representative.

A Board Member raised concerns with Andrea's appointment and left the meeting. A brief discussion ensued related to addressing this Board Member's concerns. Irene will follow up and provide an update at the next Board Meeting.

Motion: To appoint Andrea Rowe as the Member Support Board Member moved by Sally, seconded by Kathleen, approved with 2 abstentions

Lisa Utronki has resigned from the Board related to personal matters.

A new potential Board Member was proposed for consideration by Kathleen. Kathleen provided an overview of her experience and qualifications which she will share with Board via email. Irene will also be reaching out to Jen Bardell (WAY) to see if there is a potential Board candidate to provide a perspective and input on youth initiatives.

It was agreed that the new Board Member could be decided/ voted upon via email in advance of the next Board Meeting.

6. OPERATIONS UPDATE - Presented by Blair Mackay, GM

- We continue to negotiate with the Wakefield Market for the 2022 Season.
- Puppet show grant was approved with the MRC with a tentative date of May 15th
- 10th Anniversary Celebration are progressing well and will be held on the weekend of May 6th
- Additional grants have been submitted to the MRC and MLP for our summer programs and events.
- There is a focus on building partnerships to enhance the programs and events offered by the Centre.
- Irene provided an overview of our upcoming events and programs.
- A brief maintenance update was provided – it was noted that some long overdue items are being addressed.

7. PARTNERSHIP FUND UPDATE -presented by Irene

A formal report and verbal update was presented by Irene and a brief discussion ensued. This initiative would essentially allow potential donors to donate the WCC and receive a charitable tax receipt. The funds would have to flow through a CRA approved qualified donee for WCC to access the funds. Potential candidates are community charities, the municipality and the province. We have received positive feedback from Pam on partnering with the MLP on this initiative.

Motion: Request a resolution from the Board of Directors to approve the implementation of the Centre Wakefield La Pêche Partnership Fund with Outaouais Philanthropy.

Moved by Irene, seconded by Kathleen

The motion was approved with 1 abstention

Next steps – Irene and Kathleen will follow up with Outaouais Philanthropy to establish the Centre Wakefield La Pêche Partnership Fund

8. ANNUAL MEMBERSHIP – presented by Irene

A formal report and verbal update was presented by Irene

A brief discussion ensued and some notable concerns are

- Distinguishing and communicating the difference between a life time membership and annual membership to the community
- Potential for offering honorary memberships to appreciate our volunteers
- Concerns re continuing to offer life time memberships
- Consideration re renaming the “annual membership” to something more suitable

Notable concerns have been deferred to the Operations Committee and GM for guidance and resolution

Motion: Request a resolution from the Board of Directors to approve the implementation of the Centre Wakefield La Pêche annual membership at \$25 a year for an individual or \$50 per family (6 members max.).

Moved by Irene, seconded by Kathleen, approved unanimously

9.HR UPDATE – presented by Sally

GM – is approaching the 3 month performance review.

New Contract Position – we received an ELAN grant for resources to support our Future of the Centre Committee and have compiled a job description and posted the position

10. FINANCE UPDATE – presented by Kathleen

A formal report and verbal update was presented by Kathleen

The following were presented

- Budget highlights for 22/23
- COVID subsidy update

- Cost Savings Initiative re our Point of Sales Terminals and Fees and expecting a significant refund regarding previous billings on equipment overcharges

11. COMMUNICATIONS UPDATE – presented by Carly

Will work with Operations/GM to draft next communique.

12. FUTURE OF THE CENTRE UPDATE – presented by Irene

A job description has been written and the position has been posted for a HR resource to move this initiative forward funded by our ELAN grant.

It was noted the Future of the Centre Committee needs to engage CWLP co-op members to ensure our future vision for the Centre is accepted, aligned and supported by the Membership.

It was also noted that this Committee needs committed leadership to be successful– unfortunately there were no proposed solutions on how to make this happen – for reference the Committee has had 4- 5 different Chairs in approx. 2 years.

On that note, the Future of the Centre Committee currently does not have anyone in the position of Chair at the moment, as such the Operations Committee (Sally and Irene) have graciously volunteered to lead this initiative forward in the interim with the continued involvement and support of the Committee members.

13. LANDSCAPING

Carly has replaced Ivan as the WCC Board representative on this initiative.

14. ADJOURNMENT

Motion: To adjourn the meeting, moved by Kathleen, seconded by Ivan, approved unanimously.

The meeting was adjourned at 8:36pm.