

**THE TOWNSHIP OF HORTON  
RECREATION COMMITTEE – October 20, 2009**

There was a meeting of the Recreation Committee held at the Horton Township Municipal Chambers on October 20<sup>th</sup>, 2009. Present were: Chair Bob Kingsbury, Councillor Dave Bennett, Mayor Robert A. Johnston, Ralph Miller, Tim Mc Donald, Arnold and Barb Dickson, Leona Warren, Gladys Miller, Bonnie Keefe, Sharon Bennett, Valerie Miller and Program Manager Julie Hawley.

1. Call to Order

Chair Kingsbury called the meeting to order at 7:00p.m.

2. Declaration of pecuniary interest

There was no declaration of pecuniary interest.

3. Minutes of September 23, 2009

The Committee reviewed the minutes of September 23, 2009.

4. Business Arising:

There will be an Incident Log Book provided to the volunteer bar staff, to be used whenever there may arise a situation that may need to be documented, in relation to serving alcohol.

Council has agreed to a volunteer recognition day in April 2010, instead of the December 4<sup>th</sup> volunteer appreciation dance, as previously noted.

5. 10 minute Guest's spot; Bonnie Keefe

Bonnie Keefe reported that after much advertising, she has received only one application for the talent show scheduled at the community centre in November. After discussion, it was decided that she contact Valley Heritage Radio for announcements. If this cannot generate 20 applications (to cover Bonnie's fixed costs), a decision will have to be made, whether it is best to cancel/ postpone this event.

6. Program manager's Report

Julie Hawley reported that she is still actively looking for kitchen volunteers. A poster will go out to the high schools to this end. Scott St. Michael, the McCann family and Hugh Sholea will all be called, to see if they are interested in helping out. A volunteer schedule could be presented to the euchre players asking them to sign up to make sandwiches. The amounts paid per loaf have yet to be determined. Julie will proceed with this idea upon request by Sharon and/or the other euchre volunteers. Bonnie Keefe volunteered to help out with kitchen duties on euchre nights.

Kitchen volunteers do not need Smart Serve training.

It will soon be time to renew our liquor license.

Hooks will be purchased at minimal cost, to place the cleaning brooms on the wall of the equipment storage room. Pads for the tables and floor registers have been ordered. Councillor Dave Bennett will provide a contact name for Julie so that the issue of the slippery wax floor can be researched and solved.

The VERG cabinet that has been relocated to the area in between the washrooms (behind the curtain) will have to be put back to the chair and table storage room. Presently, there is not enough floor space to accommodate both the floor cabinet and the floor cleaning machine (see Maintenance Sub-Committee report).

The committee has to come to a decision regarding the cost and collection of money for sports events including volleyball, sports night and shuffleboard.

Julie will investigate the advertising details of the \$475.00 expense to 'community centre advertising', and report to Chair Kingsbury.

The committee decided that it is worth the cost to continue advertising in both the Renfrew Mercury and the Renfrew Weekender.

Julie will arrange to look at the ice boards at Mat-e-way Park, and report back on the details, to help us determine how to move forward with our own ice board rental options.

A poster will go out to Renfrew businesses, advertising our Christmas party booking information.

Later this month, Julie Hawley has a meeting arranged with Horton resident, Tim Kluge, who is involved with the Foundation at the Royal Ottawa Hospital. This will be a brainstorming session of fundraising possibilities. Julie will report back to Chair Kingsbury and the committee. The committee will have to come up with some realistic plans concerning fundraising goals and time spent on such duties by the Program Manager. The other duties of the Program Manager cannot be left undone.

7. Sub-Committee Reports:

Entertainment/Fundraising Sub-Committee

Tim McDonald, Chair

-harvest supper fundraiser update (Valerie Miller)

Valerie Miller reported that the Harvest Supper was a great success, generating approximately \$2500.00 . These funds will be entered into the system and kept as a separate budget line towards fundraising for the rink cover. Thank you letters from Chair Kingsbury will include Grant Lavallee, McGregor's Produce, chef John Atkins, MacDonald Medicine and Murdoch Electric.

Tim McDonald reported that there was \$304.00 income from the October 16<sup>th</sup>, dance ticket sales, and expenses were \$614.00.

Some new volunteers are lined up to help at the November 20<sup>th</sup> dance.

- Community Newsletter

Tim is researching distribution possibilities and costs for a second Horton Recreation community newsletter. He will also assess interest levels among possible advertisers.

Rentals & Kitchen Sub-Committee

Sharon Bennett, Chair

- need volunteers

Sharon Bennett reported that she needs volunteers to help with all of her kitchen responsibilities for the dances and euchre activities.

Maintenance Sub-Committee

David Bennett, Chair

Councillor Bennett reported that the hydronic heating system (heating tubes in the floor) could be hooked up through the existing furnace fan system, and that this is the best use of the furnaces, due to the fact that they would have to be replaced within a year, if they were being used for heat.

He will look into finding an appropriate cabinet for VERG.

Bar Sub-Committee

Ralph Miller, Chair

- Nov 14 (Talent Show); Nov 21 (Stewart Retirement Party)

There was no report from this sub committee tonight.

Sports Sub-Committee

Chair

- 2009 update

- fall schedule for shuffleboard, volleyball, hockey, aerobics

There was no report from this sub committee tonight.

Public Relations Sub-Committee

Leona Warren, Chair

- small ad for bellydancing session (Oct 27 – Dec 1)

A classified ad will appear in both of the papers for the upcoming bellydancing session.

- thank you to Harvest Volunteers & Supporters  
Julie Hawley and Valerie Miller will generate a thank you advertisement and advise Leona Warren when it is ready to go into the papers.

8. Other Business

- Revenue and Expenditures

Julie Hawley will keep track of the donations received (in lieu of rent) to be sure that we continually cover the cost of advertising for these activities.

- 2010 Budget

Julie Hawley will research and/or discuss the following issues with Mackie McLaren and/or Linda Novossiltzeff, and report back to Chair Kingsbury

- Donations from line dancing and bellydancing (Rec Event Rev)
- Dance / euchre expenditures and revenues to be combined
- Explanation of the user fee revenue category
- Loan change room reserves ; other reserves ; EHT, OMERS etc.
- Explanation of Recreation Program Costs at \$3 000
- Explanation as to why there are 2 Material & Supplies ; 2 Canada Day expenses
- How much is left from the 2009 budget amount of \$10 000 for volleyball; is it enough to finish the project in 2010 (Jeff Schruder)

Other expenses to consider for the 2010 budget may include a hydronic heating system (heat through the floor) \_ \$10 000 ; cash register for the bar (eliminates the need for tickets) ; new coolers for the bar ; fundraising for the rink cover ; roof repairs ; decreased time to maintain the ice surface.

9. Next Meeting Date

The next Recreation Committee meeting will be on Thursday November 26 @ 7:00pm

10. Confirmation Resolution

Moved by Valerie Miller; seconded by Councillor Bennett

That the committee pass this confirming resolution to cover any actions of decisions given during the open portion of this Committee Meeting which are minor in nature and which were not set out in By-law of resolution.

Carried.

11. Adjournment

Moved by Arnold Dickson; seconded by Sharon Bennett

That the Recreation Committee meeting adjourns at 9:00 pm

Carried.

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CHAIR

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SECRETARY