

Riverside Park Community and Recreation Association (RPCRA)

Board of Directors' Meeting

Wednesday October 2, 2013 7:00 PM

Riverside Churches Room 5, 3191 Riverside Drive, K1V 8N8

Minutes

Board Members Present:

Jeff Atkinson – Director
Carolyn Gauthier – Director
Jean Emmell – Director
David Hutchinson – President
Sandra Kearns – Director
John Kruithof – Director
Ken Leese – Vice-President & Secretary
Andrew Pinsent – Director
Bill Smith – Director
Barbara Squire – Treasurer

River Ward Councillor:

Councillor Maria McRae

1. Welcome

Dave Hutchinson opened the meeting.

2. Approval of Minutes

A motion to approve the September 4, 2013 Board minutes was proposed by Jean Emmell and seconded by Sandra Kearns. Motion carried.

3. President's Report

Dave commented on the difficulty of recruiting candidates for the slate at the upcoming AGM elections. He thanks the following Directors whose resignations take effect on the dates shown:

Bill Smith (October 2, 2013)

Ken Leese (October 30, 2013)

Jean Emmell (October 30, 2013)

Sandra Kearns (October 30, 2013)

4. River Ward Councillor's Report

Councillor Maria McRae presented her monthly report to the Association. The report is available at riversidepark.ca.

5. Committee Reports

Membership and Communications - Sandra Kearns

Sandra has received no input related to the proposed flyer. She is unwilling to put further effort into the flyer project.

Sandra and Dave met with Simplificare who are implementing a revised RPCRA web site.

Environment - Bill Smith

The RPCRA has adopted Pauling Vanier Park and the Pathway near the O-Train Station.



Board Administration and City Liaison - David Hutchinson (no report other than his Presidents Report remarks)

Finance - Barbara Squire

Draft documents have been received from Welch LLP related to the audit of FY 2013 financial statements. On Wednesday October 9 the following Directors will meet to review these drafts and create a response for Welch LLP: Dave Hutchinson, Barb Squire, Ken Leese, Carolyn Gauthier, and Andrew Pinsent.

Land Use and Development - Jean Emmell (no report)

Special Events - Jeff Atkinson

A discussion of a possible community fireworks event noted that it would be very valuable to include City of Ottawa staff in the early planning stages. Karen Howard volunteered to organize and chair a meeting of volunteers to begin planning this event.

Transportation – John Kruihoff

Two matters are being monitored by John on an ongoing basis:

- Brookfield Road Roundabout Safety
- OC Transpo bus route 87

Safety and Police Liaison - Bill Smith (no report)

Rink - Barbara Squire

An Arnott Park rink supervisor must be recruited for the coming season.

6. Close of Meeting

A motion to adjourn the meeting was proposed by Ken Leese and seconded by Andrew Pinsent.

Motion carried.

Minutes recorded by Ken Leese (Secretary)



Finance Committee Report

Profit and Loss: August 1, 2012 to April 30, 2013 (and unreconciled May)

	To April 2013	To May 2013	BUDGET
	ACTUAL	ACTUAL	BUDGET
Income			
4000 · Income - Govt Sources			
4011 · C of O Paget Park Rink	825.00	1,100.00	1,100.00
4012 · C of O - Arnott Park Rink	2,775.00	3,700.00	3,700.00
4013 · C of O Pauline Vanier Park Rink	3,525.00	4,700.00	4,700.00
4014 · Volunteer Recognition	500.00	500.00	500.00
4015 · Community Events	1,000.00	1,000.00	
Total 4000 · Income - Govt Sources	8,625.00	11,000.00	10,000.00
4100 · Income - Non Govt Sources			
4101 · Paget Park	126.00	126.00	126.00
Total 4100 · Income - Non Govt Sources	126.00	126.00	126.00
4200 · Income - other			
4203 · Membership	200.00	200.00	200.00
4205 · RPCRA Income Transfers	695.97	695.97	695.97
Total 4200 · Income - other	895.97	895.97	895.97
Total Income	9,646.97	12,021.97	11,021.97
Expense			
5100 · Rink Expense			
5101 · Equipment and Supplies	954.79	954.79	950.00
5102 · Snow Plowing	0.00	0.00	800.00
5103 · Winter Fun Day	500.00	500.00	600.00
5104 · Honoraria	880.00	880.00	750.00
5105 · Supervision	4,145.00	4,145.00	6,000.00
5106 · Discretionary	200.00	200.00	400.00
Total 5100 · Rink Expense	6,679.79	6,679.79	9,500.00
5200 · Administration			
5202 · Bank Charges	28.45	28.45	50.00
5203 · Office Expense - General	451.39	451.39	700.00
5204 · Advertising/Promotion	0.00	0.00	150.00
5206 · Web Site	234.72	234.72	225.00
Total 5200 · Administration	714.56	714.56	1,125.00
5250 · Board			
5251 · Volunteer Recognition	0.00	0.00	500.00
5253 · AGM	96.84	96.84	100.00
5254 · Board Meetings	0.00	0.00	100.00
Total 5250 · Board	96.84	96.84	700.00
5300 · Insurance			
5302 · Directors	0.00	874.80	875.00
Total 5300 · Insurance	0.00	874.80	875.00
5400 · Occupancy			
5401 · Rent (Donation in lieu of)	0.00	250.00	250.00
Total 5400 · Occupancy	0.00	250.00	250.00
Total Expense	7,491.19	8,615.99	12,450.00
Net Income	2,155.78	3,405.98	-1,428.03



Balance Sheet: April 30, 2013

ASSETS

Current Assets

Chequing/Savings

1050 - Bank of Nova Scotia 25,972.41

Total Chequing/Savings 25,972.41

Total Current Assets 25,972.41

TOTAL ASSETS 25,972.41

LIABILITIES & EQUITY

Equity

3200 - Opening Balance Equity 25,418.71

3500 - Retained Earnings -1,602.08

Net Income 2,155.78

Total Equity 25,972.41

TOTAL LIABILITIES & EQUITY 25,972.41