

**TRI-TOWNSHIP ARENA
THURSDAY APRIL 11, 2019
MINUTES**

PRESENT:

Strathroy-Caradoc: Neil Flegel
John Brunet
Larry Cowan
Joel Van Bynen

Chippewa: Warren Huff
Darlene Whitecalf

Manager/Coordinator: Steve Dausett

Absent (with notice):

Guest:

AGENDA

- The agenda was reviewed by the Board,

Moved by: J Van Bynen

Seconded by: D Whitecalf

That the Board approve the agenda as presented.

Carried:

DECLARATION OF PECUNIARY INTEREST: None

APPOINTMENT

Moved by: J Van Bynen

Seconded by: L Cowan

That the Board allow the Mt. Brydges Bulldogs appointment to be moved up on the agenda.

Carried:

- Rick Corlett, representing the Mt. Brydges Bulldogs Hockey Club met with the TTA Board to discuss the option of the team offering beer and wine on selected theme nights during their home games. Rick presented the club's plans and the purpose of the request.
- The facility manager commented that there would be a Municipal Alcohol Policy the club would need to follow. Also, that team representatives met with the TTA Board in September 2018 and discussed the same initiative. They were to supply the board with a layout of the preferred location and a plan on how they see the program operating.
- After further discussion, Rick stated that he has not reviewed the Municipal Alcohol Policy and he understands the TTA Board's concerns. He will discuss further with the Bulldogs Executive at their next meeting.

**TRI-TOWNSHIP ARENA
THURSDAY APRIL 11, 2019
MINUTES**

MINUTES

- The Board reviewed the minutes of the March 14, 2019 meeting.

Moved by: L Cowan

Seconded by: J Brunet

That the Board accept the February 14, 2019 minutes as printed and circulated.

Carried:

BUSINESS ARISING: None

FINANCIAL REPORTS:

- The Board reviewed the financial reports:
 - Accounts Receivable – March 2019
 - Profit & Loss – March 2019
 - Budget vs Actual – to December 31, 2018 (unaudited)
 - Bank Reconciliation- Operation and Savings – March 2019
 - Bank Balances at April 10, 2019

Moved by: J Van Bynen

Seconded by: L Cowan

That the Board approve the Financial Reports as presented.

Carried:

ACCOUNTS

- The Board reviewed the accounts payable from March 14, 2019 through to April 10, 2019 in the amount of \$30,875.89.

Moved by: J Brunet

Seconded by: J Van Bynen

That the Board approve the accounts as presented in the amount of \$30,875.89.

Carried:

CORRESPONDENCE:

- Planning Report to the Board of Directors from BDO Canada LLP
- Annual Fraud Communication Letter from BDO Canada LLP
- A response letter to the Annual Fraud Communication Letter, from the Tri-Township Arena Board was reviewed.

Moved by: J Van Bynen

Seconded by: J Brunet

That the Board Chair be authorized to sign the letter on behalf of the Board.

Carried:

TRI-TOWNSHIP ARENA THURSDAY APRIL 11, 2019 MINUTES

Manager/Coordinator Report:

- **Ice Usage:** The ice usage for March 2019 versus March 2018 was presented.

| | <u>Non-Prime</u> | <u>Prime Youth</u> | <u>Prime Adults</u> | <u>Public Skating</u> | <u>Total</u> |
|------------|------------------|--------------------|---------------------|-----------------------|--------------|
| March 2019 | 52.5 | 204.45 | 39 | 13.5 | 309.45 |
| March 2018 | 59 | 184 | 40.5 | 12 | 297 |

- The difference in hours was due to March 2019 having one more rental day on the weekend, and the facility was closed for Good Friday in March 2018
- **Operations:**
- Last rental day was on April 7th, with the ice removal process being completed on April 9th with the assistance of Strathroy-Caradoc Community Services.
- Since the last meeting, the Girls Ball Hockey League were able to add an additional team. The League will be continuing to use 4 hours of pad time per week for 16 weeks. Mark, Brian and myself will be rotating to cover these Wednesday evening shifts beginning April 17th.
- I have received an email request asking if roller skating could be offered during the summer months similar to public skating during the winter months. I did respond that due to the overall condition of the concrete pad, in my opinion it could be unsafe. I also supplied a location in London that offers various roller skating programs.
- The manager supplied a proposed adjusted schedule of ice rates and charges for 2019 for review and approval by the Board.

Moved by: J Van Bynen

Seconded by: J Brunet

That the Board approve the 2019 schedule of rates and charges.

Carried:

Moved by: D Whitecalf

Seconded by: L Cowan

That the Board accept the Arena Manager’s April 2019 report.

Carried:

NEW BUSINESS:

- The Draft 2019 TTA operating budget was presented for review and approval.

Moved by: J Van Bynen

Seconded by: N Flegel

That the Board approve the 2019 operating budget as presented.

Carried:

**TRI-TOWNSHIP ARENA
THURSDAY APRIL 11, 2019
MINUTES**

ADJOURNMENT

Moved by: J Brunet

Seconded by: J Van Bynen

That the Board adjourn to meet again Thursday, May 9th, 2019 at 6:00 p.m.

Carried:

Chair

Recording Secretary