

**FAIRHAVEN COMMUNITY ASSOCIATION
MINUTES OF NOVEMBER 5, 2008
ST. MARK ELEMENTARY SCHOOL**

Meeting called to order 7:00pm.

Attendance: Lisa Thibodeau, Desiree Carter, Sheldon Sommerfeldt, Myrna Rennie, Sherrylynn Bigelow, Amber Friesen, Cavan Friesen, Ericka Aguilar

Agenda was reviewed and approved. Minutes from Oct 2/08 were read and there were no errors or omissions.

Business Arising from Minutes / Old Business

1. Year-end financial stmt – has not been accepted by Corporations branch as the auditor did not sign them. Lisa will track the auditor (Lorraine Shantz) and get her signature.
2. Signing Authority at RBC – this has been changed. The bank does require a copy of the minutes that indicates Dennis stepped down from the President role. Desiree will email these to the bank.
3. Registration Forms / Membership cards – not done yet. Desiree will try and have them ready for next meeting. Lisa will forward the contact name / number from Montgomery to see if we can use the same format.
4. Arts & Crafts Instructor – Desiree did not contact the instructor and will do so by next meeting. We would like a draft or guideline of her class and the required night, etc...
5. Sheldon deposited the money from the Phantom Zone.
6. Desiree mailed the cheque for the insurance policy in the last week of October.
7. Desiree will remind Chase to update the website with our new meeting schedule as well as post prior minutes.

Correspondence

1. Dundonald Community Association sent us a bill for \$520. This is for the six kids from Fairhaven who were transferred to Dundonald for Basketball.
Motion: D. Carter / S. Bigelow – to issue a cheque to the Dundonald Community Association for \$520.
..... Carried.
2. Corporations Branch sent us instructions for our Annual Return. Needs to be completed and sent with a \$10 cheque made payable to Minister of Finance. This is to retain our status as a Non-Profit Organization.
3. The City sent a letter to Mike Shaw and a copy Amber Friesen regarding Funding for Fall 2008 Youth Program. Letter is dated Oct 30th and the cheque was not included in the copy. **Desiree** to follow up with Mike to see if he received the cheque.
4. Two bounced cheques for Basketball. One for \$67.00 and one for \$258.00. We were charged \$7.00 each for NSF. Desiree will contact Susan and confirm if the kids are playing basketball and ask Susan to try and get the money + the NSF charge. If after a couple tries, the money is not paid we will offer to waive ½ or all the fee if it is not affordable. We have money in our Operations grant for this purpose.
5. Bank Statement as of Sept 2/08 shows \$14,126.26.

Coordinator Reports

President's Report - Vacant

Secretary's Report – Desiree Carter
None.

Treasurer's Report – Mike Shaw
No report this month.

Indoor Coordinator – Amber & Cavan Friesen
Amber has been in contact with both schools to introduce herself and find out availability, etc of the schools. She is following up with Bonnie at St. Mark to find out if she has any ideas as to what programs would work in St. Mark as well as to ask if she knows any qualified instructors for any potential programs.

Social Coordinator – James Mueller and Dana Jacobs
None.

Basketball Coordinator – Susan Boire
None.

Softball Coordinator - Sheldon Sommerfeldt

He deposited the cheque from the Phantom Zone.

Community Consultant Report – Lisa Thibodeau

Along with her written report, Lisa discussed her own role as well as the role of Directors at Large.

Motion: D. Carter / A. Friesen – to appoint Sherrylynn Bigelow, Mryna Rennie and Erika Aguilar as Members at Large.

Other Business

Desiree will contact the schools and ask if we can have a standing advertisement / memo in their newsletters of when we meet. We will state that it is the first Wednesday of the month and to refer to the website www.fairhavencommunity.ca for further details.

Meeting adjourned at 8pm.

Next meeting: Dec 3/08 at St. Mark Elementary.