

Minutes
Board Meeting
Springwater Sports Heritage

Elmvale Curling Club

June 13, 2016

7:00-9:00

ATTENDEES

Directors

Larry Simpson, Chairperson

Wayne Allen

Linda Collins

Darrin Robertson

Trish Campbell

Denise Ritchie-McLean

Ex Officio

Lou Belcourt, Inductee

Recording Secretary

Faye Stone

Regrets

Ron Belcourt, Township Resource

Jennifer Coughlin, Council

Barbara Fralick

Brenda Quinlan

Mike Townes

PREP ITEMS

DISCRIPTION/VERSION

COMMENT

Minutes	2015,11,24 Board Minutes	Distributed
Minutes	2016,1,14 2015 AGM Minutes	Distributed
Minutes	February 4, 2016 Sports Heritage Minutes	Distributed
Minutes	May 3, 2016, 2016 Induction Committee Minutes	Distributed
Minutes	May 30, 2016, Board In-Camera Meeting	Distributed

1. Confirmation of a Quorum and Call to Order

Moved by: Trish Campbell

Seconded by: Denise Ritchie-McLean

THAT the meeting of the Springwater Sports Heritage Board of June 13, 2016 has a quorum present and will come to order at 7:05 pm

Carried

2. Opening Remarks

- *Larry noted that this was the first meeting of the new Board*
- *Review In-Camera Meeting (Inductees to be announced)*
- *The focus of the meeting would be*
 - *Two Standing Committee Chairpersons vacancies (Facilities/Displays and Finance)*
 - *Succession/Recruitment Plan for Board & Committees*
 - *Shift from Governance Infrastructure development to Standing Committees activity, membership and strategic plans*

3. 2016,5,30 In-Camera Minutes

3.1. Review In-Camera Meeting Minutes

- *The Actions of Section 8. Next Steps were reviewed*
 - *Announcement of elected Inductees to remain confidential until formally released to the media/public*

Minutes

Board Meeting

Springwater Sports Heritage

Elmvale Curling Club

June 13, 2016

7:00-9:00

- *Contact successful Inductees and their Nominators*

Action: *Darrin will contact each Nominator and Inductee and follow with an official letter to each Inductee co-signed by Darrin & Larry*

- *Contact unsuccessful Nominators*

Action: *Darrin will contact each unsuccessful Nominator to inform them of the decision and where appropriate suggest any positive additions to nomination for the 2018 cycle*

- *Press release and public announcement*

Action: *Mike, Darrin and Larry to prepare and coordinate formal announcements to media, twitter and website*

- *The induction committee to undertake a full review of the nomination process and develop appropriate revisions*

Action: *Induction Committee to undertake the development of appropriate revisions, following the 2016 Induction Ceremony, for Board approval in preparation for the 2018 Induction process*

Results: (with Revised Quotas and Inductees for 2016 Induction)

Athletes (2)	Builders (4)	Teams (3)
Leo Belcourt	Percy Frankcom	Elmvale Lions Club Juvenile Hockey Team-Harvesters 1955/56
Stanley Ritchie	Elmer McFadden	Elmvale Lions Club Juvenile Hockey Team 1958/59
	Stanley Ritchie	Elmvale Palace Hotel Fastball Team 1964
	Paul Rowat	

3.2. Approval as distributed

Moved by: Denise Ritchie-McLean

Seconded by: Linda Collins

THAT the Board In-Camera Minutes of May 30, 2016 be approved as distributed

Carried

Minutes
Board Meeting
Springwater Sports Heritage
June 13, 2016

Elmvale Curling Club

7:00-9:00

4. 2015,11,24 Board Minutes

4.1. Approval as distributed

Moved by: Darrin Robertson

Seconded by: Denise Ritchie-McLean

THAT the Board minutes of November 24, 2015 be approved as distributed

Carried

4.2. Follow-up Item 4. "SSH Introspective Considerations:

- **Purpose: Modify "provide internet access"**
 - *Larry reported that he and Jennifer had reviewed "provide internet access" and agreed to leave as is.*
- **Organizational Structure: Inductee term of office (presently no term stated)**
 - *Lou & Larry discussed and presented the following:
"Without limiting their time served, the active Inductee Ex Officio representative will reasonably attempt to contact each Inductee Member/Delegate to encourage and fairly establish their replacement when appropriate".*

Action: This element will be brought forward when it is time to rework various sections of the constitution.
- **Succession:**
 - *A discussion took place re the Succession Plan of the Board and reference to the three members whose positions would be up for renewal and/or termination this year.*
 - *It was suggested that an Ad Hoc committee might be struck to develop a roster of potential Board candidates; perhaps reaching out and engaging them on standing committees.*

Action: Larry will establish an Ad Hoc Committee to develop a succession strategy with related procedures and recommendations with a target completion of yearend.

5. Standing Committees' Reports and Business

5.1. Facilities & Displays

5.1.1. Appointment of a Chairperson

- *Wayne Allen offered to be the Chairperson*

Minutes
Board Meeting
Springwater Sports Heritage
June 13, 2016

Elmvale Curling Club

7:00-9:00

Moved by: **Darrin Robertson**

Seconded by: **Linda Collins**

THAT Wayne Allen be approved as the Facilities and Displays Chairperson

Carried

- It was noted that the previous Committee Chairperson Paul Priest had expressed his willingness to assist the Facilities and Awards Standing Committee.
- A number of present and future plans were discussed including the following agenda items 5.1.2.
Action: Wayne and Larry will meet to assist Wayne in taking up his new role.

5.1.2. Artifacts and Memorabilia

5.1.2.1. Springwater Administration Centre Storage and Display

5.1.2.2. Elmvale Community Arena

5.1.2.2.1. Possible Renovation Update

5.1.2.2.2. Upstairs Usage

- The above will be covered as part of the transition when Wayne and Larry meet

5.2. Finance

5.2.1. Appointment of a Chairperson

- Name change- **Financial Planning** now referred to simply as **Finance**
- Lou Belcourt offered to be the Chairperson

Moved by: **Linda Collins**

Seconded by: **Denise Ritchie-McLean**

THAT Lou Belcourt be approved as the Finance Chairperson

Carried

Action: Lou and Larry will meet to arrange the appropriate transition with the Township and others as required.

- Larry presented the financial report
 - Township 2015 Trial Balance Reports (APPENDIX A1 & A2)
 - May 20th Township 2016 Trial balance see (APPENDIX A3)
 - SSH Financial Statement as of May 30, 2016 (APPENDIX B)

Minutes

Board Meeting

Springwater Sports Heritage

Elmvale Curling Club

June 13, 2016

7:00-9:00

- *Summary:*
 - *Funds required to cover SSH's 2015 net loss of \$2,396.74 were transferred from the Reserved Fund (APPENDIX A2)*
 - *Present balance in Reserve Fund \$17,136.85 (APPENDIX B)*
 - *2016 Net Income/Expense -\$1,525.74 (APPENDIX B)*
 - *2017 Budget*
 - *Township commences building next year's budget in September*
- Action: Next Board meeting- Standing Committee chairs will consider and report anticipated financial needs for inclusion in the 2017 draft budget**

5.2.2. Online Payment Availability/Options/Process were reviewed and discussed

- *The Finance Committee has been exploring potential means of on-line payments.*
- *Township Update, Jeff Schmidt Director of Finance and Ron Belcourt*
 - *Possible "Book King" for the Event*
 - *Allow individuals to register online*
 - *Able to pay via credit and/or debit*
 - *Possibly able to view (read only) who has registered*
 - *SSH could issue the tickets*
 - *Revenues allocated to the SSH revenue accounts*
- *Discussion took place around the pros and cons of online payments*

Action: It was the decision of the Board not to consider alternate payment options at this time and to limit the purchase and distribution of tickets to one locale and person. (i.e. Township Office/Darrin)

5.2.3. Financial Patronage Ad Hoc Committee

- *Two meetings have been held - (April 13 and 20th)*
- *Committee Members: Trish, Linda, Denise, Scot Collins, Brenda Stanley and Larry*
- *Larry presented the developments of this group via a power point presentation*
- *Some initial modifications have been made to the Website*
- *Update of Induction sponsors- contact has been made with past Sponsors.*
 - *Currie Motors and Diamond Sprinklers have replied positively*
 - *Awaiting replies from Powell Jones, Sextons, Marshall Insurance*

5.3. Induction

5.3.1. Approval of the 2016 Induction Committee Minutes of May 3, 2015

Minutes
Board Meeting
Springwater Sports Heritage
June 13, 2016

Elmvale Curling Club

7:00-9:00

Moved by: Darrin Robertson

Seconded by: Denise Ritchie-McLean

THAT the 2016 Induction Committee Minutes of May 3, 2016 be approved as distributed

Carried

5.3.2. Chairperson's Report

- *Darrin reviewed the four action bullets listed in the "In camera minutes"*
 1. *"Darrin will contact each Nominator and Inductee and follow with an official letter to each Inductee co-signed by Darrin & Larry"*
 2. *"Darrin will contact each unsuccessful Nominator to inform them of the decision and where appropriate suggest any positive additions to nomination for the 2018 cycle"*
 3. *"Mike, Darrin and Larry to prepare and coordinate formal announcements to media, twitter and website"*
 4. *"Induction Committee to undertake the development of appropriate revisions, following the 2016 Induction Ceremony, for Board approval in preparation for the 2018 Induction process"*

5.3.3. Board associated matters, May 3, 2016 Induction meeting follow-up

5.3.3.1. Item 5.5 Invitees Update

- *Township of Springwater Mayor and Council*
 - *Accepted: Mayor, Deputy Mayor, Councillor Coughlin, Councillor McConkey*
 - *Tentative: Councillor Hanna*
 - *Declined: Councillor Austin*
 - *Not responded: Councillor Ritchie*
 - *Mayor will speak at the beginning of the banquet*
- *McGuire trustees*
 - *Trustees graciously declined and thank SSH for the recognition*
- *Don Stoddart, Dominion Lending Centres*
 - *Confirmed he will attend with guest and expressed his appreciation*
- *Issuing of Complimentary Tickets*
 - *Major sponsors (2 tickets each)*
 - *George Allen(2), Springwater News(2) and Dan McGinnis(1)*

Minutes
Board Meeting
Springwater Sports Heritage
June 13, 2016

Elmvale Curling Club

7:00-9:00

5.3.3.2. Item 5.6. 2014 Inductees

- *The Board reviewed the suggestion to create a fraternity of Springwater Sports Heritage Hall of Fame Inductees.*
- *A formal email invitation would need to be extended to each 2014 Inductee to include*
 - *An outline of the anticipated short and undemanding recognition procedure*
 - *The requirement of an immediate response by Inductees re their attendance commitment and ticket requirements*
 - *The possible presentation of an Inductee pin as a SSH Inductee*
- *The above consideration points were discussed but no formal decision was made re proceeding with this endeavour. The Induction Committee will consider it at their next meeting.*

5.3.3.3. Item 5.7.1. Online Tickets

- *As noted in Agenda item 5.2.2 it was the decision of the board not to proceed with online ticket sales this cycle*

5.3.3.4. Item 5.7.5. Music and Vocalists

- *A discussion was held as to how this would fit with the evening program. It was recommended that Darrin and his committee would make that decision at their upcoming Induction meeting where the program outline will be planned.*

5.3.3.5. Item 5.7.7. Photography/Video Recording

- *The value of having the photos and videos of the Inductions available for current and future recognition was highlighted*
- *Trish and Larry indicated they have contacts at Rogers*

Actions:

- *Trish & Larry will explore the potential of Rogers support.*
- *Denise to investigate the availability of Jane Belanger who did a commendable job of the 2014 Ceremony*

5.4. Promotion

5.4.1. Chairperson's Report

5.4.2. Sport Associations Developments

- *In the absence of Mike Townes, no report was available*

5.5. Sports Heritage

5.5.1. Approval of February 4, 2016, Sports Heritage Committee Minutes

Minutes
Board Meeting
Springwater Sports Heritage
June 13, 2016

Elmvale Curling Club

7:00-9:00

Moved by: Denise Ritchie-McLean

Seconded by: Linda C.

THAT the Sports Heritage Minutes of February 4, 2016 be approved as distributed

Carried

5.5.2. Board Approval of Trish Campbell as Sports Heritage Chairperson

Moved by: Linda Collins

Seconded by: Lou Belcourt

THAT Trish Campbell be approved as the Sports Heritage Chairperson

Carried

5.5.3. Chairperson's Report

- *Trish noted that the committee is continuing to develop the direction of the Heritage portion of the website; ensuring that it is user-friendly, informative and engaging for visitors.*
- *They have developed the Active Elite section with two interviews completed blog-style. Dave Drinkill and Brooke Stoddart.*
- *She would like suggestions/contact information for Active Elites as the goal would be to do one per month going forward. Of interest to our younger audience. Examples would be; Garrett Wilson, Chris Bigras, Adam Dixon, Matt Belesky*

5.5.4. Inductee Profiles Update

- *Trish made reference to APPENDIX C where 2014 Inductee profiles continue to be expanded*
- *She stressed the need to have all new inductees as complete as possible for 2016 Induction Night (Summer work project!)*

5.5.5. Website

5.5.5.1. Usage Report

- *A review of the website usage was given APPENDIX D.*
- *Website activity is up from last year, both hits and page visits*

5.5.5.2. Development Activity

- *Heritage section continues to be the main area of development*
- *Three Heritage articles have been added on the website: These can be accessed through the HERITAGE icon- (Then scrolling down to COLLECTIONS and then to the terms FACILITIES or ATHLETES or SPORTS)*

Minutes
Board Meeting
Springwater Sports Heritage

Elmvale Curling Club

June 13, 2016

7:00-9:00

- *IN THE BEGINNING, submitted by Frank Archer, January 20, 2015 (Facilities)*
- *BELCOURT BROTHERS: A FASTBALL SUCCESS STORY, Submitted by Tim Belcourt, December 28, 2015 (Athletes & Sports)*
- *SIMCOE RURAL FASTBALL LEAGUE, Submitted by Mike Patchell, January 20, 2016 (Sports)*
- *Trish has been working with Brenda (Heart of Business) to add **Elmvale Angels history 1978-1984**. As a major project it is helping to develop a template that may still require some tweaking for large submissions of heritage information. Board members were given access to this area of the website to review this incredible content.*

5.5.6. Social Media

- *Facebook now has 143 'likes' and Twitter followers at 26 followers.*

5.5.7. Projects Ongoing projects

5.5.7.1. Figure Skating

5.5.7.2. School Sports Heritage

- *Wayne noted that he is in the process of working on the Elmvale High School History of Athletes and Sports. This will be a welcome addition to the website.*

6. Elmvale Community Arena TV

- *TV moved into Elmvale Community Arena display case*
- *Plans for additional content include 2016 Induction, Announcements, Active Elite, Inductees and Advertisements*

7. Next Meeting

Moved by: Darrin Robertson

Seconded by: Linda Collins

THAT the next Springwater Sports Heritage Board Meeting will be at the call of the chair.

Carried

8. Adjournment

Moved by: Darrin Robertson

Seconded by: Linda Collins

THAT the Springwater Sports Heritage Board Meeting adjourn at 9:50 p.m.

Carried

7:00-9:00

2015 Township Trial Balance as of Jan. 8/16

Page 10 of 15

Minutes

Board Meeting

Springwater Sports Heritage

June 13, 2016

Elmvale Curling Club

7:00-9:00

APPENDIX A2

2015 Township Trial Balance as of May 27/16

System:	2015-05-27	8:41:09 AM	DETAILED TRIAL BALANCE FOR 2015	1	amcrabb
User Date:	2016-05-27		Corporation of the Township of Springwater		
			General Ledger		
Ranges:	From:	To:	Subtotal By:	No Subtotals	Include:
Date:	2015-01-01	2015-12-31	Sorted By:	Fund	Posting, Unit
Account:	1-550-031-421110	1-550-111-727600			
Account:	1-550-031-481126		Description:	Donations - Sports Heritage	Beginning Balance:
Trx Date	Jrnl No.	Orig. Audit Trail	Orig. Master Number	Orig. Master Name	Posting No.
2015-02-02	201.979	CRREC00005789	318222	February 2, 2015 Counter Depos	1769
2015-06-10	211.098	CRREC00007340	325478	June 10, 2015 Counter Deposit	10373
			Net Change	Ending Balance	
Account:	1-550-031-481126		Totals:	-\$1,731.07	\$0.00
Account:	1-550-031-721550		Description:	Transfers from Reserves - Sports Heritage	Beginning Balance:
Trx Date	Jrnl No.	Orig. Audit Trail	Orig. Master Number	Orig. Master Name	Posting No.
2015-12-31	225.114	GLTRX00022128		Fund y/e deficit	24886
			Net Change	Ending Balance	
Account:	1-550-031-721550		Totals:	-\$2,396.74	\$0.00
Account:	1-550-111-532201		Description:	Materials & Supplies - Sports Heritage	Beginning Balance:
Trx Date	Jrnl No.	Orig. Audit Trail	Orig. Master Number	Orig. Master Name	Posting No.
2015-01-29	202.084	PMTRX00001145	JAN 2015	Larry Simpson	1865
2015-04-22	205.853	PMTRX00001175	03268	Larry Simpson	6626
2015-04-28	208.414	PMTRX00001179	18200	Georgian Copy & Printers Inc.	8224
2015-04-28	208.504	PMTRX00001179	2015	Canadian Association for Sports Heritage	8314
2015-05-21	210.285	PMTRX00001187	R03939	Larry Simpson	10069
2015-05-21	210.285	PMTRX00001187	R03939	Larry Simpson	10069
			Net Change	Ending Balance	
Account:	1-550-111-532201		Totals:	\$627.83	\$0.00
Account:	1-550-111-532234		Description:	Advertising - Sports Heritage	Beginning Balance:
Trx Date	Jrnl No.	Orig. Audit Trail	Orig. Master Number	Orig. Master Name	Posting No.
2015-01-19	201.635	PMTRX00001136	H080173	The Heart of Business	1702
			Net Change	Ending Balance	
Account:	1-550-111-532234		Totals:	\$1,108.62	\$0.00
Account:	1-550-111-532282		Description:	Maintenance - Website - Sports Heritage	Beginning Balance:
Trx Date	Jrnl No.	Orig. Audit Trail	Orig. Master Number	Orig. Master Name	Posting No.
2015-10-30	222.517	GLTRX0001232		The Heart of Business	21369
2015-11-03	221.007	PMTRX00001256	H080356	The Heart of Business	20860
2015-12-29	224.513	PMTRX00001288	H080380	The Heart of Business	24242
			Net Change	Ending Balance	
Account:	1-550-111-532282		Totals:	\$2,391.36	\$0.00
Grand Totals:	Accounts	5	Beginning Balance	Net Change	Ending Balance
			\$0.00	\$0.00	\$0.00
				Debit	Credit
				\$4,127.81	\$4,127.81

7:00-9:00

2016 Township Trial Balance as of May 20/16

Page 12 of 15

Minutes
Board Meeting
Springwater Sports Heritage
June 13, 2016

Elmvale Curling Club

7:00-9:00

APPENDIX B

2016 FINANCIAL STATEMENT							
Springwater Sports Heritage							
as of May 30, 2016							
RESERVE ACCOUNT			Trans to Reserve Dec 31/14			19,533.59	
			2015 Trial Balance		-2,030.40		
			Late 2015 Invoice		-366.34		
			Transfers In/Out			-2,396.74	
			Current Balance			17,136.85	
				INCOME	EXPENSE	AR/AP	NET
GENERAL INCOME/EXPENSE							
Income							
		YTD		0.00			
Expenditures							
		CASH 2016 Membership			50.00		
Totals				0.00	50.00	0.00	-50.00
2016 INDUCTION							
Facility							
		Barrie Country Club Deposit			800.00		
Totals				0.00	800.00	0.00	-800.00
WEBSITE							
Development							
		May 10 Heart of Business			675.74		
Totals				0.00	675.74	0.00	-675.74
GRAND TOTALS				0.00	1,525.74	0.00	-1,525.74
Balance as per Township May 20, 2016							-850.00
Difference between Township & SSH							-675.74

Minutes
Board Meeting
Springwater Sports Heritage
June 13, 2016

Elmvale Curling Club

7:00-9:00

APPENDIX C

2016,05,24 UPDATED INDUCTEES WEB STATUS													
CATEGORY	INDUCTEE	AUTHOR	Award	Details	Highlights	Narrative	Anecdotes	Quotes	Media	Memorabilia	Links	In Memory	Acknowledge
ATHLETES	Corby Adams	Barb	✓	✓	✓	✓			✓				
	Tim Belcourt	Mike T/Lou/Faye	✓	✓	✓	✓		✓	✓		✓		
	Walter Craig	Barb	✓	✓	✓	✓							
	W. Ellsworth (Ell) Crawford	Barb	✓	✓	✓	✓			✓				
	Mike Forgrave	Brenda	✓	✓	✓							✓	
	Frank Foyston	Mike T/Trish C	✓	✓	✓		✓	✓	✓		✓		
	Douglas Kirton	Lou	✓	✓	✓	✓			✓				
	Scott Kirton	Lou	✓	✓	✓				✓				
	Terry Martin	Barb	✓										
	Michelle Simpson-Leigh	Larry	✓	✓	✓	✓		✓	✓				
	Julieanne White	Larry	✓	✓	✓			✓					
BUILDERS	Wilma Giffen	Barb	✓										
	Douglas McConnell	Mike & Faye S	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓
	Ross McConnell	Mike & Faye S	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓
	Maurice Partridge	Brenda	✓	✓	✓								
	Lynda Ritchie	Mike & Faye S	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓
	Michelle Simpson-Leigh	Larry	✓	✓	✓	✓		✓	✓		✓		
	Lloyd Turner	Mike T/Trish C	✓	✓	✓				✓	✓	✓		✓
TEAMS	1924 Minesing U. F.	Barb	✓	✓									
	1964-65 Currie Juveniles	Mike T	✓	✓		✓							
	1977 Merchants Fastball	Lou	✓	✓		✓			✓		✓		✓
	1996 Diamond Senior Ladies	Mike T	✓	✓		✓							

Minutes
Board Meeting
Springwater Sports Heritage
June 13, 2016

Elmvale Curling Club

7:00-9:00

APPENDIX D

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2016	361	746	10,425	41,585	2.20 GB
Feb 2016	372	757	6,791	28,079	975.08 MB
Mar 2016	354	691	3,501	19,680	300.55 MB
Apr 2016	335	510	7,265	40,210	868.18 MB
May 2016	370	646	5,000	19,943	1.94 GB
Jun 2016	0	0	0	0	0
Jul 2016	0	0	0	0	0
Aug 2016	0	0	0	0	0
Sep 2016	0	0	0	0	0
Oct 2016	0	0	0	0	0
Nov 2016	0	0	0	0	0
Dec 2016	0	0	0	0	0
Total	1,592	3,050	32,982	149,497	6.23 GB

Month	Unique visitors	Number of visits	Pages	Hits
Jan 2015	198	309	3,368	22,015
Feb 2015	259	369	3,376	22,612
Mar 2015	302	440	1,725	11,809
Apr 2015	363	553	3,223	18,709
May 2015	307	482	3,553	24,808
Jun 2015	486	799	12,776	44,152
Jul 2015	301	604	3,183	16,773
Aug 2015	294	554	1,544	12,207
Sep 2015	304	462	1,051	7,494
Oct 2015	367	628	2,327	12,353
Nov 2015	282	494	3,933	23,218
Dec 2015	0	0	0	0
Total	3,463	5,694	40,059	216,150

Unique Visitors

The number different days a visitor visited the website.

Number of Visits

The number different times visitors visited the website

Pages

The number different pages visitors visited while on the website

Hits

The number different actions visitors engaged in while on the website