

**MINUTES**  
**Board Meeting**  
Springwater Sports Heritage  
February 5, 2024

Springwater Library Elmvale Branch

7:30-9:00 pm

ATTENDEES

Directors

Larry Simpson, Chairperson  
Monique Kovacs  
Barb Maw  
\*Nelson Wood

Faye Stone, Secretary/Treasurer  
Carl Luoma  
Darrin Robertson

Ex Officio

\*Alanna Kovacs, Alumni

Phil Fisher, Council

Recording Secretary

Faye Stone

\*Regrets

Prep Items

Description/Version

Comment

Minutes

2023,11,6 Board Minutes

Distributed/ [Website](#)

**1. CONFIRMATION OF A QUORUM AND CALL TO ORDER**

*Moved by: Carl*

*Seconded by: Phil*

***THAT the meeting of the Springwater Sports Heritage Board of February 5, 2024 has a quorum present and will come to order at 7:24 pm***

***Carried***

**2. OPENING REMARKS**

Larry welcomed all returning Board members and noted that he looked forward to a successful and eventful Springwater Sports Heritage 10<sup>TH</sup> anniversary year.

**3. CONFLICT OF INTEREST DISCLOSURE**

- *The Board was asked to declare if they have any known or potentially perceived "Conflict of Interest" related to this meeting's agenda*
- *No "Conflict of Interest" was voiced by the Board members*

**4. APPROVAL OF THE 2023,11,6 BOARD MINUTES**

*Moved by: Darrin*

*Seconded by: Carl*

***THAT the Board Minutes of 2023,11,6 be approved as distributed***

***Carried***

**5. 2023,11,6 BOARD MINUTES FOLLOW UP**

- *It was agreed that Items to be followed up would be addressed throughout the Agenda*

**6. FINANCIAL REPORT**

- *Faye discussed/shared the financial activity of SSH since the last Board Meeting*
- *SSH's 2024 current Financial Statement ([APPENDIX A](#))*
- *Township's 2024 Trial Balance as of January 26, 2024 ([APPENDIX B](#))*

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**7. EXECUTIVE COMMITTEE**

- *The following are the activity highlights of the Executive Committee*
- **Township CAO Meeting**
  - *Faye and Larry shared the following SSH's Highlights with Jeff Schmidt (CAO)*
    - *Board Update*
      - ◆ *4 new Directors (7 of 9 Directors, 2 Ex Officio)*
      - ◆ *Exploring reducing Directors to 7*
    - *Strategic Plan*
      - ◆ *Work group of 5*
      - ◆ *4 meetings to date*
      - ◆ *Next meeting February 12*
      - ◆ *Thoroughness vs Quickness methodology*
      - ◆ *Sketched out 14 Internal Challenges*
      - ◆ *Commenced External Challenges/Considerations*
      - ◆ *Pending: Summarization, Proposals will go to the Board and Board approval sought of the final Plan*
    - *Website Redesign*
      - ◆ *Very positive feedback*
      - ◆ *Solid foundation to continue to build on*
    - *Elmvale Fall Fair*
      - ◆ *Successful first major public display*
      - ◆ *Future events will be considered*
    - *SSH's 10th Anniversary*
      - ◆ *Created 10th Anniversary logo*
      - ◆ *Lacking organization and promotion*
      - ◆ *Will highlight at 2024 Induction Ceremony and on 2024 documents*
    - *2024 Induction*
      - ◆ *Geranium Homes Contact (Post Jeff Meeting: contact made with Lori Mior and Nelson preparing material for her to present)*
      - ◆ *Nominations close March 31, 2024*
      - ◆ *2024 Inductees announced by May 1, 2024*
      - ◆ *Induction Ceremony September 27, 2024*
      - ◆ *11 successful carryover nominations*
      - ◆ *Contemplating options to reduce carryovers*
      - ◆ *Introducing prepared Inductees' video presentations*

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- *Boardroom*
  - ◆ *Expressed importance of a suitable Boardroom for meetings*
  - ◆ *Administrative Centre Lower-Level Boardroom is now be available.*  
*(ACTION: Faye/Larry to check this out)*
- *Community Hub*
  - ◆ *SSH understands the current design is a “30k” foot view/concept*
  - ◆ *Phil to share his insight in his report. Phil noted that he is still awaiting more details*
  - ◆ *SSH does not want to be behind or ahead of the process*
  - ◆ *SSH objective is to explore the possibilities/options of a “Bricks and Mortar” presence*
  - ◆ *Explored the possibility of “Request for Proposal” (RFP) financial assistance*
    - ❖ *Jeff indicated that assembling an RFP would be the responsibility of the Township*
  - ◆ *SSH Formal Motion*
    - ❖ *Although the concept of a “Bricks and Mortar” element to SSH has been stated from SSH’s conception and part of the Township/SSH Terms of Reference and also part of the 20 Year Community Plan it would be prudent/judicious for SSH to have a formal motion recorded in our Board Meeting Minutes.*
    - ❖ *See Projects > Community Hub (below)*
- *20-Year Community-Based Strategic Plan*
  - ◆ *Section pointing to SSH*
    - ❖ *6.7. Continue to work with the Springwater Sports Heritage Board to:*
      - ▲ *6.7.1. Help them to market the existing asset that they have developed; and*
      - ▲ *6.7.2. Partner with the Board to determine a location (e.g., the community hub) and to help to establish a ‘bricks and mortar’ location where visitors can view the recognition of the recipients.*
  - ◆ *Draft Implementation Plan*
    - ❖ *Jeff to develop a draft plan*
- **Township Culture and Heritage Committee Meeting**
  - *Larry presented SSH to Committee on November 16, 2023*
  - *Well received*
  - *From the 20 Year Community Plan Larry suggested the Committee could:*
    - *Update the 2012 Springwater Municipal Culture Plan*
    - *include and recognize current and past residents similar to SSH*
  - *Played SSH’s Video Wall Promo and it was well received*
  - *Offered willingness to meet in the future*
- **Community Recreation Associations**
  - *Larry to contact Briana Dean, “Manager Rec/Parks/Facilities” has not been arranged*
  - *Township currently filling the position of “Director of Recreation, Parks and Facilities”*
  - *Given Larry’s workload it may be more fitting to meet with new Director*

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**ACTION:** Larry to arrange a meeting with TBD

- **Board Member Recruitment**
    - Searching for Vice Chair to become Board Chair
    - Governance will be part of Strategic Plan
  - **2024 CASH Conference**
    - June 19-21, 2024 Parry Sound
    - SSH to discuss possible attendance
- ACTION:** Larry to follow up
- **Springwater Library Meeting**
    - Meeting scheduled for February 16, 2024
    - Heritage and possible grants focus
    - Community Hub Considerations

**8. EX OFFICIO BOARD MEMBERS**

**8.1. Inductee Ex Officio**

- Reports – Alanna sent her regret (Puppy emergency surgery) -Will update at next meeting

**8.2. Township Ex Officio**

- Reports-Phil advised that the realization of the Hub was still far off. However, SSH to must continue to insist upon status reports and input whenever possible.

**9. PROJECTS**

- **Community Hub**
  - Faye, Nelson and Larry attended January 24, 2024 Council Meeting
  - Council approved going to next phase
  - Proposed SSH Motion as recommended (see above) by Township CAO

Moved by: **Phil**

Seconded by: **Carl**

***THAT Springwater Sports Heritage (SSH) officially confirm and communicate to the Township of Springwater Council SSH's willingness and intent, as an active and recognized participant, to investigate and consider its potential digital and physical presence and function within the proposed Township of Springwater Community Hub design***

***Carried***

**ACTION:** Larry to formulate a communiqué explaining this motion and forward to Township Council

- **2024 Induction**
  - Faye advised that Sarah Elliott (Township Committee Coordinator/Administrative Assistant) was identified as the main Township liaison re Induction
  - Great ad placed in the North Simcoe Springwater News recently re Nominations
  - Contact made with Geranium Homes and presentation material to be developed by Nelson

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- *Inductee Videos- a new approach which will require much planning and time*
- **ACTIONS:**
  - ◆ *Barb to update/approved and have ready for evaluation meeting*
  - ◆ *Barb to consider ceremony/program options/opportunities*
  - ◆ *10 TH Anniversary to be part of ceremony*
  - ◆ *Committee to explore greater Alumni and Sponsor participation*
  - ◆ *Heighten "In Memory"*
- **Social Media**
  - *Financial Summary ([APPENDIX C](#))*
  - *Discussion took place around current activity*
  - **ACTIONS:**
    - ◆ *Barb to discuss with Brenda*
    - ◆ *Board to consider metrics and go/no go*
    - ◆ *Current project to continue for the near term*
- **MailChimp/Database**
  - **ACTION:** *Larry to contact Alanna and establish how best to move the project to urgent status*
  - *Initial focus on the Alumni to promote attendance at the 2024 Induction*
  - *Create other groupings*
- **10TH Anniversary**
  - *Highlight at 2024 Induction*
  - **ACTION:** *Board ask to provide potential activity/suggestions*
- **Strategic Plans**
  - *Going very well with good input*
  - *Minutes are on website*
  - *Next meeting February 12, 2024*

**10. NEXT MEETING**

- *Inductee Evaluation*

Moved by: **Carl**

Seconded by: **Barb**

***THAT the Springwater Sports Heritage Board Meet on April 29th with the primary focus being the evaluation of the 2024 Hall of Fame Nominations and confirming the 2024 Hall of Fame Inductees***

***Carried***

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**11. ADJOURNMENT**

*Moved by: Carl*

*Seconded by: Barb*

***THAT the Springwater Sports Heritage Board Meeting of February 5, 2024 be adjourned at 8:52 p.m.***

***Carried***



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**APPENDIX B**

System: 2024-01-26 User Date: 2024-01-26		4:18:24 PM		Page: 1 User ID: ewhent	
<b>DETAILED TRIAL BALANCE FOR 2024</b>					
Corporation of the Township of Springwater General Ledger					
From: 2024-01-01 Date: 2024-01-26 Account: 1-550-031-42110		To: 2024-01-26 1-550-111-727600		Include: Posting, Unit	
Subtotal By: 2024-01-01 Sorted By: 1-550-031-42110		No Subtotals Fund			
Description: Ticket Sales - Sports Heritage					
Account: 1-550-031-481147	Trx Date: 2024-01-10	Jrnl No: 388,350	Orig. Audit Trail: CRREC00021167	Distribution Reference: Currie Truck Centre	Orig. Master Number: 438132
					Orig. Master Name: January 10, 2024 - Cheque Tran
					Posting No.: 170
					Ending Balance: -\$2,500.00
					Net Change: -\$2,500.00
					Totals: \$0.00
					Beginning Balance: \$0.00
					Ending Balance: -\$2,500.00
					Net Change: -\$2,500.00
					Grand Totals: \$0.00
					Debit: \$0.00
					Credit: \$2,500.00



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**APPENDIX C**

**SOCIAL MEDIA**

Springwater Sports Heritage  
as of December 31, 2023

<b>Date</b>	<b>Period</b>	<b>Invoice #</b>	<b>Description</b>	<b>Amount</b>	<b>Net (HST)</b>
June-09-23	Jun-Aug	HOB: SSH-06-23S	Set up, Boost, Ad	90.00	101.70
			3 weekly post, \$160/M	480.00	542.40
December-31-23	Sep-Dec	HOB: SSH-12-23	Boost, Ad	60.00	67.80
			3 weekly post, \$120/M	480.00	542.40
				<b>TOTAL</b>	<b>1,254.30</b>