Sproat Lake Community Association

Board Meeting Minutes

Date: October 5, 2026
Time: Approximately 7:03 p.m.
Location: Sproat Lake Community Hall

Regrets: Dave and Nancy

In Attendance: Rene: acting chair, John, Ian, Mike, Tamara, Barb, Sarah

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1. Call to Order

The meeting was called to order at approximately 7:03 p.m.

A territorial acknowledgement recognizing the unceded Indigenous territory on which the meeting was held was given.

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2. Approval of Agenda

The agenda was presented for approval.

Motion: To approve the agenda as presented - Mike

Second: Ian
Carried.

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3. Approval of Previous Minutes – September 14, 2026

The September 14, 2026 minutes were reviewed.

A correction was requested to the financial reporting for pickleball. Pickleball revenue is to be separated into the following categories:

- Outdoor Pickleball
- Indoor Pickleball

- Pickleball Tournament

Motion: To approve the September 14, 2026 minutes as amended - John

Second: Mike
Carried.

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4. Executive Report: Rene

David was unable to attend and an update was provided on his behalf.

All Candidates Meeting

Preparations for the upcoming All Candidates Meeting were reviewed.

The hall has a maximum occupancy of **150 people**, including candidates, volunteers, organizers, and attendees. A counter has been purchased to monitor attendance, and the doors will be closed once capacity is reached.

David Ness will assist with hall setup and has access to the hall. Setup is expected to begin at approximately **5:30 p.m.**

The proposed setup includes:

- Two eight-foot tables for candidates
- Three chairs on each side
- Podium
- Speaker/microphone
- Candidate information table near the entrance
- Approximately 75 chairs initially, with additional chairs available as needed

A microphone has been arranged.

Questions have been received through the website regarding whether the event will be recorded or streamed. No recording or streaming arrangements had been confirmed at the time of the meeting.

Parking on the septic field will not be permitted. Logs/pylons will be used where necessary to discourage vehicles from parking in that area.

5. Treasurer's Report: Rene

The Treasurer presented the current financial report.

Highlights included:

- Hall rental revenue: approximately **$3,597**, compared with approximately $2,500 in the previous year.
- Pickleball Tournament revenue: approximately **$1,690**.
- Outdoor Pickleball revenue: approximately **$9,100**, compared with approximately $6,600 for the entire previous year. The current figure represents approximately seven months.
- 50/50 raffle net proceeds: approximately **$1,512**.
- Total year-to-date receipts: approximately **$56,000**.
- Receipts include approximately **$11,900 in grants** and **$20,000 associated with the well project**.
- Meeting room/heat pump project costs: approximately **$12,000**.
- Well project costs to date: approximately **$22,400**, with an additional invoice of approximately $800 anticipated.
- Year-to-date finances are approximately **$2,600 ahead**.
- Current bank account balance, net of cheques written: approximately **$26,354**.
- GIC holdings: approximately **$48,000**, excluding accrued interest.
- Total funds: approximately **$74,800**, excluding accrued GIC interest.

The hall alarm service has been changed from Telus to a new provider at approximately **$40 per month**. Automatic payment arrangements are being finalized.

A **$1,200 Wi-Fi grant** has been remitted to the service provider, with further confirmation/payment arrangements pending.

Ashley is temporarily providing hall cleaning services at **$40 per hour** while the regular cleaner is away.

Paperwork related to the well project has been submitted to the ACRD. Additional funding may become available following October 15.

Banking

The Treasurer expressed ongoing difficulty dealing with the current financial institution regarding authorization to move SLCA funds between its operating account and GICs despite existing board resolutions and signing authority.

The possibility of changing financial institutions was discussed.

It was agreed that the Treasurer will make another attempt to resolve the issue with the current bank. If the problem continues, the possibility of changing banks will be brought back to the Board at a future meeting.

Motion: To accept the Treasurer's Report - Mike

Second: Ian
Carried.

6. Social Committee: Barb

Penny's Community Recognition Celebration

Planning continued for a community celebration recognizing Penny's years of service.

Date: Saturday, November 14
Time: 2:00–4:00 p.m.
Location: Sproat Lake Community Hall

Barb has contacted the ACRD regarding a possible contribution toward the event but had not received confirmation at the time of the meeting.

Penny has indicated that she would prefer an informal, community-focused gathering rather than a formal event.

The proposed format includes:

- Drop-in style gathering
- Tea and coffee
- Water/soft drinks
- Cake and light refreshments
- No alcohol
- Opportunity for community members to speak
- A guest/signature book
- Recognition plaque
- Photographs/media supplied where available

David has agreed to act as MC.

7. Pickleball Committee: John, Tamara

The transition to **Pickle Planner** is underway.

The waiver module costs approximately **$10 per month**. The membership component will be added when annual memberships are sold in March.

Pickleball registration will eventually take place directly through Pickle Planner, with the SLCA website linking users to the registration system.

Communications are also transitioning from Brevo to Pickle Planner.

Players must enable email communications within Pickle Planner so they can receive operational and safety information. Administrators can identify individuals who have opted out and follow up with them as required.

The new waiver required for insurance purposes is being incorporated into the system. Emergency contact information will also be mandatory and accessible to authorized administrators when required.

Outdoor Courts

Nets on **Courts 1, 2 and 3** will be taken down and stored.

Nets on **Courts 4 and 5** will remain in place until the end of November.

After November, portable nets will be made available so players may use the outdoor courts during suitable weather.

Winter Hall Booking Privileges

The Board discussed continuing the previous practice of allowing a limited number of non-SLCA members to receive booking privileges for indoor pickleball during the winter.

Participants will be required to sign the appropriate agreement.

Motion: To allow up to approximately six non-SLCA members to have booking privileges for pickleball in the hall during the winter, subject to the required agreement - Ian

Second: Mike
Carried unanimously.

The Board also discussed the need for continued community outreach after discovering that some area residents remain unaware of the Community Hall and pickleball facilities.

8. Stewardship Committee

No significant Stewardship Committee activity has occurred since completion of the water project.

A potential new volunteer with an interest in watershed protection and sustainability has been identified.

9. Hall Report: John

The new well filtration system has now been installed.

David Ness has been shown how to maintain the system and will check it approximately once per week while John is away, including monitoring and replenishing salt as required.

It was suggested that a second person also be trained on basic system maintenance.

An application/request for approximately **$3,000 in additional ACRD funding** has been made to assist with project cost overruns. An outcome is expected after October 15.

Post-Installation Water Testing

The Board discussed conducting another water test following installation of the filtration system to confirm that the system is functioning as intended.

Testing is expected to cost approximately **$467** and will include samples from several taps throughout the facility, including the school area.

Motion: To approve up to **$500** for post-installation water testing - John

Second: Barb
Carried.

10. Hall Rentals: John/Mike

Hall rentals continue to be active.

Upcoming bookings discussed included:

November 14: Penny recognition celebration.

November 22: Fundraiser, approximately 8:00 a.m.–2:00 p.m. The kitchen is not required. Payment had not yet been received, but the date has been reserved on the calendar.

December 8: An approximately eight-hour booking has been placed on the calendar, including kitchen use.

Election-related hall use was also reviewed, including the need to adjust the alarm schedule for early morning and late evening access.

A possible future meet-and-greet request has been received from Doug Herd, but no booking has been confirmed.

School Use of Hall

Responsibilities for washroom cleaning and supplies were clarified.

The school will be responsible for cleaning and supplying paper towel and toilet paper for the downstairs washroom due to its regular use by students.

SLCA will continue to supply paper products for the upstairs washrooms.

11. New Business

50/50 Raffle Gaming Licence: Tamara

The Board discussed applying for a gaming licence that would permit the Association to conduct multiple 50/50 raffles under one licence.

Motion: That the designated SLCA representative be authorized, on behalf of the Sproat Lake Community Association, to apply for the appropriate BC gaming licence allowing the Association to conduct up to **three 50/50 raffles per year under one licence**, with raffle dates scheduled at the organizer's discretion and subject to all BC Gaming requirements; and to authorize up to **$100 in advertising expenses per raffle**.- Tamara

Second: Barb

Carried unanimously.

The raffle equipment purchased for the previous raffle has already been paid for and can be reused for future raffles.

12. School Rental / Financial Update

The Board discussed outstanding school rental revenue.

Approximately **$3,600 in rent** remained outstanding at the time of the meeting. An additional approximately $400 is also to be invoiced, bringing the anticipated rental amount to approximately **$4,000**.

The regular rental rate will be **$500 per month beginning November 1**.

For July and August, the school will pay **$100 per month** if the space is being used only for storage.

If the school uses the space for programming such as homeschooling, daycare, or other activities during July or August, the regular **$500 monthly rate** will apply.

The arrangement was viewed as beneficial to both the school and SLCA.

13. Adjournment

The meeting concluded following Other Business.

Adjournment time: 8:16pm