

Humber Valley Heritage Trail Association

Bolton Chapter Minutes, June 8, 2016

Call to order 7:40 pm Present: Jerry Gorman, Rodney Hautot, Rebecca Petre, Claudio Chiappetta, Cat Cybulski, Dan Petre **Excused:** Emilia Gal, Sreekanth George, Tina Daalderop

Invoices/Expenses: Claudio submitted invoices for some building materials for trail maintenance (bridge building).

Additions to agenda: Discuss financial software (Dan).

Previous Minutes: Approved with minor amendments to spelling and the time of the next meeting.

President's Report (Jerry): Summary update about trail rerouting work by TRCA has been added to the website. Rodney suggested a road sign similar to one on the Emil Kolb Parkway to identify the HVHT trail head also be installed at the north Duffy's Lane trail head.

Trash at Humber Grove trailhead: There is a lot of garbage in the parking lot and the ditch. Jerry contacted the counsellor for that area (Nick DeBoer) to see if he could speak with the Town about providing trash cans. The Town's response was that it would be TRCA's responsibility.

Directors' Reports:

Membership (Cat) - As of tonight we have 64 members. She has had inquiries from a family moving into the area and are interested in hikes happening on the trail.

Treasurer (Dan) - Insurance has been paid to Hike Ontario by Kleinburg chapter, we will be paying our share to them. Dan presented the different options for accounting software options, since we do not have the license to use Eric's version of QuickBooks. Decision was made to use the free software option for now (Simply Accounting) and he will let us know if the software is not working for our purposes. The older data from QuickBooks will be migrated into the new software.

Trail Maintenance (Claudio) - Claudio has replaced a rotted board on the Glasgow bridge and will need to replace another one in the near future, has added shingles to the bridge with large gaps that was discussed at our last meeting, added a signpost with HVHTA initials and some directional arrows west of the Works Yard and north of Eidelweiss park. He is concerned about some graffiti that has been painted onto the Glasgow bridge and is planning on painting over it for the time being. Claudio is still working with Rodney to get some dates for the Guides to do some bridge building. He is also still working to work out the materials for installing the new signs. **Action - Jerry** Get dimensions of signs and posts to Claudio to allow us to plan for transport. Claudio is looking into sourcing and adding some wood chips to the part of the trail close to Sneath bridge to keep overgrowth under control and encourage more walking on that section. Old ash tree has finally been cut down so it is no longer a danger to pedestrians.

Communications (Emilia) - Excused. Jerry reported that she will be sending out an email to members about the upcoming maintenance.

Unfinished Business:

Trail audit checklist (Rebecca) - send to Claudio who will tweak it

Hike Leader training (Rebecca) - Claudio is interested, get a budget estimate to Jerry

Caledon Day update (Rebecca) - Not happening

PDSB School use permit renewal (Rodney) - Rodney is discussing with the permit office at PDSB to get our permit renewed to use the Humberview Library.

RBC and Tangerine account access (Dan) - Dan needs the AGM minutes so that he can have access to banking.

PayPal (Dan) - There is a fee on each transaction, so PayPal doesn't make sense. Discussed allowing electronic money transfer (email money transfer) to pay for membership fees. **Action - Dan** Find out whether we can do the e-transfers with RBC given that we need two signatures for banking transactions at this point.

Internet domain renewal (Dan) - We have a good deal at the moment for our domain name, everywhere else Dan checked costs more money or has hidden fees. George has paid the renewal fee in the past.

Action - Dan Confirm with George about when our renewal date is and ensure that it is paid on time.

TRCA charitable donation fund (Jerry) - still in progress, to notify Kleinberg chapter and send half the amount to them once he withdraws the funds

New Business:

G2G request - This organization approached Hike Ontario to ask who they would suggest could promote them and Hike Ontario somehow decided we are the closest and sent them our way. Cat will send an email letting them know that we don't market directly to members. Rodney suggested that we do what we have done in the past (put their link on our website if they put our link on their website). Decided to simply email.

Preliminary 2016-2017 budget - fixed; discretionary; revenue sources; calendar sales

Action - Dan Put together a preliminary budget

Discussed some pre-order calendar sales, to be discussed further at the September meeting

Insurance - PDSB has told Jerry that our insurance needs to name PDSB specifically on the certificate (named insured)

Meeting adjourned 9:32 pm – Rebecca moved, Rodney seconded

Next meeting: September 7, 2016 @ 7:30 pm at Humberview Secondary School Library (subject to availability of location)