

# *metamorePHIT*

— Fitness Society —

Monthly Meeting  
Thursday, November 2, 2023 - 7:00 p.m. to 8:30 p.m.  
Coquitlam Public Library, 575 Poirier Street

## AGENDA

### **Attendees:**

Records: Linda M.	Chair: Josh F.
Emily P.	Erin F.
JP	Tony L.
Kyle S.	Amit D.

- 1. Call to Order - 6:58pm**
- 2. Land Acknowledgement**
- 3. Acceptance of Previous Minutes**
  - 3.1. Linda put forth the motion to accept the previous monthly minutes as circulated.
    - 3.1.1. Emily seconded.
      - 3.1.1.1. Motion accepted.
- 4. Financial Report**
  - 4.1. Beginning bank balance September 7, 2023: \$3,479.33
  - 4.2. Deposits: \$4,170.38
    - 4.2.1. Membership fee: \$15.00
    - 4.2.2. E-transfer from Joseph L. (donation): \$30.00
    - 4.2.3. E-transfer from Corey H. (50/50 ticket): \$20.00
    - 4.2.4. Deposit (cash on hand): \$135.00
    - 4.2.5. E-transfer from Michele K. (donation): \$40.00
    - 4.2.6. E-transfer Mikayla B. (silent auction): \$25.00
    - 4.2.7. Deposit (square cash transfers from pub night): \$490.58
    - 4.2.8. Deposit (Eventbrite pub night ticket sales): \$2,070.00
    - 4.2.9. Deposit (pub night cash): \$1,062.00
    - 4.2.10. E-transfer from Alex C. (donation): \$40.00
    - 4.2.11. E-transfer from Graeme H. (mistaken transfer meant for Josh): \$242.80
  - 4.3. Withdrawals: \$3,041.97
    - 4.3.1. Chq 203 to Kyle S. for challenge gift cards: \$110.00
    - 4.3.2. E-transfer to Erin F. for indoor space rental: \$514.15
    - 4.3.3. Chq 208 to Josh F. for meeting food: \$25.18
    - 4.3.4. Chq 207 to Erin F. for meeting food: \$31.45
    - 4.3.5. Cash withdrawal (pub night float): \$300.00
    - 4.3.6. Chq 209 to Kelsey M. for business cards: \$46.58
    - 4.3.7. Service charge (Prospera): \$1.00
    - 4.3.8. Chq 211 to Golden Parrot Pub (hosting charge): \$1,598.10
    - 4.3.9. E-transfer to Josh F. (Graeme's mistaken transfer): \$242.80

- 4.3.10. Chq 210 to Excel Martial Arts (first aid kit): \$172.71
- 4.4. Ending Bank Balance September 7, 2023: \$4,607.74
  - 4.4.1. Cash on hand: \$0.00
  - 4.4.2. Paypal account: \$105.00
    - 4.4.2.1. Membership payments: \$105.00
  - 4.4.3. Outstanding cheques: \$0.00
- 4.5. Adjusted Bank Balance: \$4,712.74
- 4.6. Kyle put forth the motion to accept the financial report as read.
  - 4.6.1. Erin seconded
    - 4.6.1.1. Motion accepted.

## **5. Membership Report and Attendance/Sign In**

- 5.1. 49 paid members in October
- 5.2. October 4th: 16 attendees/2 new
- 5.3. October 11th: 17 attendees/0 new
- 5.4. October 18th: 9 attendees/1 new
- 5.5. October 25th: 24 attendees/1 new
- 5.6. Survey is completed, but cannot email it out without membership
  - 5.6.1. Emily will share survey with Val who will send it out to members
- 5.7. Membership forms are not being filled out consistently
  - 5.7.1. Is the information useful as all contact information is on liability form
    - 5.7.1.1. Continue asking for members to fill out the form until new website is launched
    - 5.7.1.2. Members do not need to fill out membership form if they have in past years
    - 5.7.1.3. Emily will let Josh know who has not filled out their liability form and he will contact them
    - 5.7.1.4. Get laminated liability form and take picture after for records

## **6. Announcements and Reminders**

- 6.1. Calendar
  - 6.1.1. Christmas party is on Friday, December 8th
  - 6.1.2. Christmas Eve Eve Bounce is on December 23rd

## **7. Order of Business**

- 7.1. Annual calendar
  - 7.1.1. Completed the annual calendar.
- 7.2. Website support payment
  - 7.2.1. Erin's friend willing to help redo website for pay
    - 7.2.1.1. Suggested \$800
  - 7.2.2. Erin's friend will teach her so Erin can edit the website in the future
- 7.3. SD43 bootcamp at ELC
  - 7.3.1. Secretary/Treasurer of SD43 asked if Metamorphiit would run a fitness class at 3:45-4:45 pm every Thursday starting mid November for ELC staff
  - 7.3.2. Dry run until new year
  - 7.3.3. Would charge a drop-in fee (by donation, minimum \$5) and proceeds would go to Metamorphiit
- 7.4. Pub night recap
  - 7.4.1. Profited \$2042
- 7.5. Remembrance wreath

- 7.5.1. Will be laying a wreath on November 11th at Blue Mountain Park for Remembrance Ceremony
- 7.6. Clothing order
  - 7.6.1. JP emailed out the order form and advertised it on social media
  - 7.6.2. cut off for orders is November 30th
  - 7.6.3. Pay by cash or e-transfer
- 7.7. Leadership summit report
  - 7.7.1. Amit provided the group a draft of the leadership summit report
  - 7.7.2. Review and send thoughts to Amit by November 9th
- 8. Open Discussion**
- 9. Committee Assignments**
  - 9.1. Emily will share membership survey with Val who will send it out to members with Survey Monkey
  - 9.2. Emily will let Josh know who has not filled out their liability form and he will contact them
  - 9.3. Get laminated liability form and take picture after for records
- 10. Next Meeting**
  - Date: Thursday, December 7, 2023
  - Time: 7:00 p.m. to 8:30 p.m.
  - Location: Coquitlam Public Library
- 11. Adjournment - 8:26pm**