



Grants for Assistance Application

South Cariboo and District of 100 Mile House



100 Mile House

Thursday September 28th 2023 11:33 AM

Name of Organization: Interlakes Community Centre

Mailing Address: 7592 Highway 24, Lone Butte, BC V0K 1X2

Physical Address: 7592 Highway 24, Lone Butte, BC V0K 1X2

Telephone (office): 250-593-4869 **email:** interlakescommunity@outlook.com

Purpose of Organization: To provide, administer, and maintain a multi-use facility for the community.

Purpose of Organization: 100% South Cariboo, 100 Mile House and Interlakes area

How long has the organization operated in the community? November 22, 1977

BC Society Registration Number: S0055906

Federal Charitable Registration Number:

Chairperson's name: Jim Zailo

Telephone: [REDACTED] **email:** [REDACTED]

Treasurer or Financial Officer's name: Theresa Draper

Telephone: [REDACTED] **email:** [REDACTED]

Date of your last Annual General Meeting (AGM): 4/3/2023

Previous Grant from CRD amount: \$5,000 in 2017

Current Grant Requested from CRD: \$5,000

PROJECT INFORMATION

1. Brief Description of Proposed Use of Grant Being Applied For:

We would like to establish a Bingo program in the Interlakes area. We would use the grant money to purchase equipment and accessories.

2. How do you know there is a need for this service/project in our community?

We have been approached by members of the Interlakes community requesting this program, particularly in light of the closure of Bingo programs at Deka Lake and 70 Mile House. The local resorts have also requested that we offer Bingo, as their guests are requesting it.

3. Start date of the project: 11/1/2023 **End date for the project:** 4/30/2024

4. Describe the key activities and timelines to complete this project: Apply for appropriate license -initiated Ensure we have sufficient funds to purchase equipment and accessories Arrange for volunteers to lead the sessions Advertise dates via online website, Facebook page, membership directory.

5. How will you determine if the project/event was successful? We will monitor attendance for scheduled events, and request feedback from members of the Interlakes Community Centre and the surrounding community via our Facebook page.

6. Does your organization have sustainable funding? Please explain. We do not have funds set aside specifically for this new initiative. Our existing programs do currently sustain themselves at a non-revenue generating rate. We have invested in solar system this year, we have added pickle ball courts and incurred expenses for updating an old furnace in our hall. Bingo is an opportunity to add a community program and enhance our offerings while generating income for future capital projects.

7. Is your agency applying for funds from other sources for this project/event? No

8. Describe the impact of this application being denied or approval of an amount less than requested. Will you be able to complete the project/event if you do not receive the funds applied for? If our application was denied or approved with an amount less than requested, it would likely delay the start of the Bingo program, as we would need to do some fundraising within the community. We would continue moving forward with our plans as we see the value in bringing people together socially for a couple of hours on a Sunday afternoon, particularly during the long winter months.

9. Does your organization charge user fees/membership/admission? If yes, attach your current fee structure.

10. Does your organization receive any other support(s) from the CRD? (i.e. financial support, rental subsidies, contribution agreements, tax exemptions, user of CRD-owned facility) If yes, what support(s) and how much? Yes

3 Hall agreement (\$8,000); Energy Cost subsidy (has essentially been eliminated with installation of Solar Panels on roof of Hall)

11. How will you recognize the CRD's contribution to your organization?

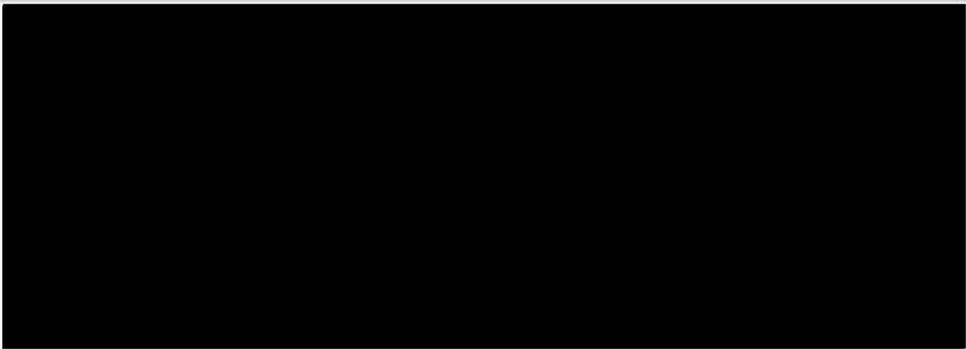
I confirm: *

THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Date:

9/28/2023 

Signature: (President/Chairperson) 



Please attach minutes, list of Directors, and Financial Statements * 

File Name
 ICC AGM Minutes April 03, 2023.pdf 28.4 KB

A final report for your last grant received **MUST** be included with this submission, if not previously submitted.

If your organization charges user fees/memberships/admission, attach your current fee structure.

File Name
 Rental Rates PolicyFEB.2019.docx 21.9 KB

Please provide a detailed financial budget for the project. *

File Name



Bingo program setup costs.xlsx

11.0 KB

Interlakes Community Centre
Annual General Meeting
April 03, 2023

Meeting called to order 7:50pm

Members present: Lorraine Jerema, Gary Cleveland, Susan Pizzuto, Jim Zailo, Lyndamae Wilson, Barb Goddard, Barb Pearce, Wendy Chase, Linda Shephard, Irene Soares, Amy Kerslake, Theresa Draper, Pat Lytton, Maggie Benzing and Chet Powell

Reading of 2022 minutes by Lorraine Jerema: Motion: 1st Lyndamae Wilson, 2nd Barb Goddard, Carried

President's Report read by Lorraine Jerema, see attached

Treasurer Report presented by Maggie: Profit and Loss as of December 31, 2022

Total Income	\$ 96,591.32
Total Expenses	\$ 83,883.47
Net Income	\$ 12,707.85

Balance Sheet as of December 31, 2022

Total Assets	\$34,213.58
Total Liabilities and Equity	\$34,213.58

Please see attached spreadsheet for full details. Motion to accept treasurer report as read: 1st Theresa Draper, 2nd Lyndamae Wilson, Carried

Correspondence: None

Committee Reports: see attached spreadsheets for details.

Catering: None

Christmas Craft Fair: Lorraine Jerema and Mai Pedersen organized the 2022 Craft Fair that was an indoor event. The event was very successful. Mai will continue to organize the Christmas Fair and will be looking for helpers.

Rodeo: 2022 Rodeo was very successful after a 2 year hiatus due to Covid.

Grants: We received the Gaming grants for the Rodeo and our Halloween event.
None

Events:

International Dinner: Very Successful fundraiser event. 3 international dinners served buffet style. 110 tickets were Sold and everybody loved the food. We made \$3,980 which went towards the construction of the Pickle Ball courts.

Kid's Space: The annual Christmas Pageant was cancelled due to lack of volunteers

Programs:

Pickleball: Tuesday + Thursday 9am to noon

Bridge: Wednesday 6:30pm to 10pm

Board Games: Previously coffee, cards and crib. Board Games restarted in fall, every Friday 1pm-3pm

Cooking Lessons: We had both cooking and baking classes
Quilting: Wednesdays 9:30am-2pm
Kids Space: Every other Thursday 3pm to 5:30pm
Yoga: Monday's 9am-10:30am
Card/Poker Night: 2nd and 4th Saturday each month 7pm-10:30pm
Fitness Class: Tuesday and Friday bi-weekly
4H Club: twice a month
Art Class: by Bryan Austerberry in August
Floral Class: for Thanksgiving and Christmas

Volunteer Hours: 2240 hrs for 2022 and 3957 km. See attached spreadsheet. New Volunteer hour forms will now have km on it also

Old Business: none

New Business: none

Election of Officers:

Lorraine Jerema called for nominations for 2023.

Lorraine Jerema resigns as President. She is thanked for her years of service to the community.

Directors to stay on for another year: 2023-2024 Mai Pedersen, Theresa Draper, Gary Cleveland and Susan Pizzuto

Directors who offered to stand for another 2 years Barb Goddard, Jim Zailo and Lyndamae Wilson.

New Directors nominated by the floor for a 2 year period: Barb Pearce, Pat Lytton and Dolores Casselato.

Gary Cleveland makes a motion to accept all 6 directors for a 2 year period. All accepted, carried.

Executive positions that need to be filled: President and Secretary for a 2 year term.

Nominations open for President: The floor put forward to elect Jim Zailo for President. Pat Lytton reads 3 times Jim Zailo for President. All approved and Jim Zailo accepts.

Nominations open for Secretary: Susan Pizzuto puts herself forward. Pat Lytton reads 3 times. All accepted by floor.

Treasurer: Theresa Draper will continue for a 1 year to fulfill her two year period.

Vice President: Gary Cleveland will continue for a 1 year to fulfill his two year period.

Signing authorities are Mai Pedersen, Theresa Draper and Susan Pizzuto and they will continue for another year to fulfill their two year period.

Chet Powell was introduced as the new Program Coordinator. Motion by Theresa Draper and 2nd by Pat Lytton to accept Chet as the replacement for Maggie Benzing. Motion carried by all.

Pat Lytton motions that the Directors and Executive are all approved. 1st by: Pat Lytton, 2nd by Gary Cleveland

Meeting Adjourned: 8:25pm

Next AGM: April 1, 2024 @7pm

Interlakes Community Centre Society
2023-2024

President

Jim Zailo

[Redacted]

[Redacted]

D

(2)

E

(2)

Vice-President

Gary Cleveland (Rodeo Chairman)

[Redacted]

[Redacted]

(1)

(1)

Treasurer

Theresa Draper

sign

[Redacted]

[Redacted]

(1)

(1)

Secretary

[Redacted]

sign

[Redacted]

[Redacted]

(1)

(2)

Directors for two years:

Lyndamae Wilson

[Redacted]

[Redacted]

(2)

Barb Goddard

[Redacted]

[Redacted]

(2)

Barb Pearce

[Redacted]

[Redacted]

(2)

Pat Lytton

[Redacted]

[Redacted]

(2)

Dolores Casselato

[Redacted]

[Redacted]

(2)

Directors for one more year:

Mai Pederson

sign

[Redacted]

[Redacted]

(1)

Interlakes Community Hall AND Roe Lake & District Recreation Commission
Rental Rates & Policy

Free Use of Interlakes Community Complex:

All events for children
Preparation of Meals on wheels for seniors
Interlakes Volunteer Fire Department
Memorials
Quilts for Chemo (restricted to 2 days a month)
Events that are for the general "Community Benefit" e.g. free income tax preparation and flu immunization.

Non-profit Community Groups, per day:

2 hours or less and no kitchen use	\$2.00 per member or \$3.00 non-member to a maximum of \$35.00
4 hours or less with kitchen use	\$2.00 per member or \$3.00 non-member to a maximum of \$100.00
4 – 6 hours with kitchen use	\$2.50 per member or \$3.50 non-member to a maximum of \$150.00
6 – 8 hours with kitchen use	\$3.00 per member or \$4.00 non-member to a maximum of \$200.00

Bridge Lake Fair – Hall rental and use of Rodeo Grounds is \$500.00

Participants of non-profit community groups can pay \$5.00 per year (Jan-Dec) to Interlakes Community Centre Society to become a member.

For profit groups and organizations, per day:

A \$250.00 refundable damage deposit is required 5 days prior to event

4 hours or less with kitchen use	\$100.00
4 - 6 hours with kitchen use	\$150.00
6 - 8 hours with kitchen use	\$200.00

Government elections – use the federal rate for use of hall for the 12 to 16 hour period.

Weddings, Family Reunions, Anniversaries etc. (weekend use of hall)

Two days of rental being: One half day prior to event, full day of event, and one half day after the event. A Refundable booking fee of \$250.00 is required at time of booking. If the event is cancelled within 120 days of the actual event, the booking fee is refunded. In the event that less than 120 days' notice of cancellation is given, the booking fee is non-refundable.

A \$500.00 damage deposit is payable at the same time as the rental fee. The renter must pay for all damages to premises or furnishings arising out of the use of the premises by the renter, and his/her guests. If the damage deposit is inadequate to cover the cost of repairs/replacement, the renter is responsible for the balance of the cost and will be billed accordingly. After the event, the Roe Lake & District Recreation Commission representative will

inspect the Community Centre with the renter. The damage deposit will be returned within seven (7) days if all conditions apply:

- a) The key is returned.
- b) There is no damage to the Centre.
- c) The Centre is cleaned as per Appendix B, if that option is chosen.
- d) The kitchen equipment, dishes, cutlery, and serving dishes are not missing.
- e) The return of the Audio/visual system controller.

Rental fee - \$350.00

Table cloth cleaning fee of \$5.00 per table cloth used.

Additional cleaning charge - \$150.00.

If renter is hiring their own caterer for meals, the caterer must bring all their own equipment and utensils.

Any long distance phone calls during the rental period will be the responsibility of the renter.

Liability Insurance:

Renter shall obtain general liability insurance covering the Date of Event to the End of Event, within the time period as stated on the page 1 of this agreement. The minimum general liability must be one million dollars in a form and amount satisfactory to Roe Lake & District Recreation Commission. A certificate of insurance and a policy endorsement naming Roe Lake & District Recreation Commission as an additional insured on the policy shall be provided to Roe Lake & District Recreation Commission at least 15 business days before the day of the event.

Bar Policy:

All alcoholic beverages are served under a Family Event - Special Occasion License authorized by the Liquor Control and Licensing Branch of BC. The renter must obtain this license directly from the Liquor Control and Licensing Branch of BC. The license is obtained by going online to the website <https://solo.bclldb.com>

Pursuant to the Liquor Control Licensing Branch of BC:

No U-Brew wine and beer is allowed.

Be prepared to show proper ID if asked by the bartender.

All rules and regulations established by the Liquor control Licensing Branch of BC shall be strictly adhered to.

There are two options:

- 1) Roe Lake & District Recreation Commission will run the bar, be responsible for the supply of all alcohol, mix, ice, glasses, and liability insurance. The renter must apply for the Family Event – Special Occasion License. The cost of the drinks will be \$5.00. The renter can purchase alcohol tickets in advance at the cost of \$5.00 each if they wish to purchase a drink for their guests.
- 2) The renter may wish to run the bar themselves. They must provide their own alcohol, mix, ice, glasses, License and liquor liability insurance. The license and liability insurance must be shown to a Roe Lake & District Recreation Commission representative prior to

Revised March 23, 2016

obtaining the key to the Community Centre. Non-compliance with this section will result in the cancellation of all alcoholic beverages being served.

Rodeo grounds:

The group renting the rodeo grounds must have their own liability insurance.

- Day use arena only, no stall use

\$100.00 per day

\$250.00 per weekend

plus a refundable damage/cleaning fee deposit of \$250.00 payable at time of booking.

- Individual rider use, private non-commercial use

\$50.00/year user fee for individual/family (2 adults and children) \$ 100

Every user must provide copy of HCBC membership

Renter is responsible for clean-up, if not then an additional charge of \$250.00.

No alcohol and marihuana is allowed.

\$40.00 for stall rental. \$20.00 is returned if the stall is cleaned up after the event

- Rodeo concession rental

\$50.00 per day

\$ 200.00 per weekend

plus a refundable damage/cleaning fee deposit of \$200.00 payable at time of booking

must have their own food permit from Interior Health

Ball diamonds:

The group renting the ball diamonds must have their own liability insurance or be covered under a provincial/national ball association, see liability insurance page 2.

\$350.00 per weekend includes washroom use, plus a damage/cleaning deposit of \$250.00.

Renters are responsible for cleanup of grounds and parking area.

For kitchen use see fees page 1.

No alcohol is allowed.

APPENDIX B

The following clean up procedure after event must be completed as follows:

1. COMMUNITY CENTRE
 - Remove all decorations.

2. KITCHEN
 - All dishes, cutlery serving dishes washed and put away
 - Wipe out coolers
 - Wipe down kitchen counter
 - Wipe out and dry all kitchen sinks
 - Clean stove, oven and microwave (if used) to remove spots/spills
 - Sweep and mop kitchen floor
 - All food belonging to the renter must be removed
 - Oven and stove elements must be turned off
 - Taps turned off according to photo above sink
 - Remove all garbage and replace with new liner

3. CHECK BEFORE YOU LEAVE
 - Turn off all lights
 - Firmly close all exit doors
 - Be sure everyone is out of the building
 - Set alarm system
 - Ensure front door is firmly locked

All marked items have been completed.

Renter Signature

RL&DRC Representative Signature

Date

Interlakes Community Centre Bingo program

\$7,256.21

Column1	Cost
Bingo console and stand	\$5,656.21
Bingo cards	\$400.00
Estimated Freight and balls	\$1,200.00

Interlakes Community Centre Society

Profit & Loss

January through August 2023

2023-09-11

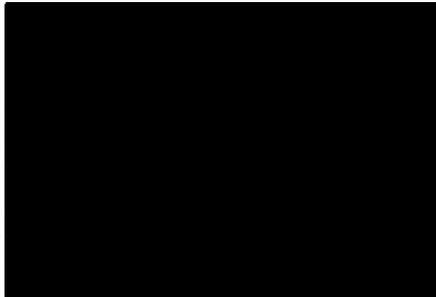
Accrual Basis

	Jan - Aug 23
Ordinary Income/Expense	
Income	
Catering	7,775.00
Dinner & Dance	2,398.75
Donations Misc.	250.00
Gov't Grants	6,100.00
Gov. Grants - CRD	1,738.00
Membership Dues	675.00
Programming Income	
Board Games	206.40
Coffee Chat	24.00
Duplicate Bridge	232.00
Fitness/Exercise Class	35.00
Line Dance	65.00
miscellaneous	203.70
Pickleball income	2,438.00
poker	276.00
Total Programming Income	3,480.10
Rodeo	
local entries	1,830.00
Rodeo Beer Garden	7,585.35
Rodeo Concession	8,929.00
Rodeo Dance Bar	2,569.85
Rodeo Dance tickets	2,850.00
Rodeo Entrance Fees	22,470.00
Rodeo Sponsorship	16,600.00
Rodeo Vendors, Parking etc	2,472.00
Total Rodeo	65,306.20
Total Income	87,723.05
Expense	
Bank Charges	231.94
Catering Supplies	2,882.39
Dinner and Dance	2,452.82
Insurance	3,044.00
Office and miscellaneous costs	1,334.13
Programming Expenses	
Pickleball expenses	574.25
poker	25.00
Total Programming Expenses	599.25
Rodeo Expenses	
Advertising	304.76
Announcer	1,650.00
Arena Help	43.56
Beer Garden	5,126.25
Concession	3,773.17
Grandstands	5,225.85
Maintenance	100.80
misc,	96.60
Prize Money, Judges, Timers	15,421.42
Programs & Printing	874.80
Rodeo Dance	3,225.46
Rodeo Salary	884.81
Stock Contractor	9,975.00
Total Rodeo Expenses	46,702.48
Salaries and Related Expenses	
Employer benefit costs	1,611.04
Salary	20,168.32
salary transfer to RL&DRC	-11,568.02
WorkSafeBC-WCB	380.24

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Accrual Basis

Interlakes Community Centre Society
Profit & Loss
January through August 2023

	<u>Jan - Aug 23</u>
Total Salaries and Related Expenses	10,591.58
Travel	104.00
Total Expense	<u>67,942.59</u>
Net Ordinary Income	19,780.46
Other Income/Expense	
Other Income	
Misc. Income	22.05
Total Other Income	<u>22.05</u>
Net Other Income	<u>22.05</u>
Net Income	<u><u>19,802.51</u></u>

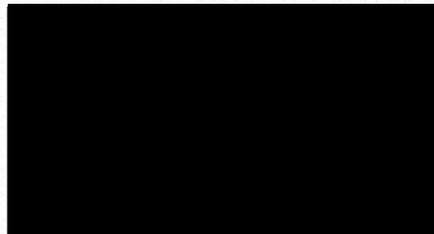


- PRESIDENT

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2023-09-11
Accrual Basis

Interlakes Community Centre Society
Balance Sheet
As of 31 August 2023

	<u>31 Aug 23</u>
ASSETS	
Current Assets	
Chequing/Savings	
Credit Union - Operating	37,932.73
Credit Union gaming new 02/22	<u>204.02</u>
Total Chequing/Savings	38,136.75
Other Current Assets	
Cash Floats	<u>-100.00</u>
Total Other Current Assets	<u>-100.00</u>
Total Current Assets	38,036.75
Other Assets	
Due to/from RL & DRC	<u>15,979.37</u>
Total Other Assets	<u>15,979.37</u>
TOTAL ASSETS	<u><u>54,016.12</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Wages Payable	<u>0.03</u>
Total Other Current Liabilities	<u>0.03</u>
Total Current Liabilities	<u>0.03</u>
Total Liabilities	0.03
Equity	
Opening Balance Equity	14,929.67
Retained Earnings	19,283.91
Net Income	<u>19,802.51</u>
Total Equity	<u>54,016.09</u>
TOTAL LIABILITIES & EQUITY	<u><u>54,016.12</u></u>



- PRESIDENT