

COUTTS RECREATION AND ARTS SOCIETY

The Village of Coutts purchased the Historic Coutts Village School from the Horizon School Division and leased it to the Coutts Recreation and Arts Society. The Society was formed to operate the School as a Community Centre. Our goals are to:

- Use the School and grounds as a community centre for recreational, fitness, fine arts and continuous learning opportunities for the residents of Coutts and surrounding area;
- To maximize the use of the facility by providing activities for children and adults of all ages;
- To work with local residents, businesses, service groups and other organizations to develop programs and activities to enhance the quality of life for the residents of Coutts and surrounding area;
- To raise funds for the on-going operational costs of the facility and the purchase of furniture and equipment needed to carry out the objectives.

The Society's executive are: Scott MacCumber, President; Cindy Emmerson, Vice President; Tracy Johnson, Treasurer; Robbie Wills, Secretary; Kelly MacCumber, Director; Darcy Wills, Director

HOW DO I BUY A MEMBERSHIP ??

Read the attached school use rules, complete the attached membership form and bring it to the Village office.

Membership fees are \$40 for an individual, \$70 for a couple and \$100 for a family.

WHY SHOULD I BECOME A MEMBER ??

Your membership allows you to book the gymnasium or a classroom in blocks of 2 hours or less, or use the fitness room for your individual or family use without any additional cost.

Non-members are required to pay to do the same.

Members can book the facility for reunions, sports events, craft fairs, etc. at a reduced rate.

Your membership helps to support the community centre.

You will receive regular updates through email on the activities in the school.

HOW DO I BOOK THE GYM OR CLASSROOM ??

Call the Village office at 344-3848 or drop in to book a time.

Leave a \$20 key deposit and pick up a set of keys during open office hours.

Return the keys by 4:00 p.m. the next business day.

Bookings must be done by an adult and all activities must be supervised by an adult at all times.

WHAT ACTIVITIES ARE THERE ??

Because of a generous donation by the Coutts and District Recreation Board, we were able to purchase basketballs, volleyballs, dodge balls, kick balls, floor hockey equipment, and badminton equipment.

WHAT ABOUT GROUP ACTIVITIES ??

We are encouraging on-going “open” type activities, such as volleyball, basketball, badminton, floor hockey, etc. What we would need is an adult member to book a time, specify an age group and commit to supervising the event. For example, someone could supervise teen volleyball each Monday night from 6 to 8, or adult floor hockey on Tuesdays, or no age limit badminton on Wednesdays, or power walking from 9 to 11 am on Mondays and Wednesdays. Members would participate without additional charge, but non-members will be required to pay a fee.

IS THERE A FITNESS ROOM ??

Yes! There is a treadmill, stationary bike, 2 elliptical machines and 2 weight machines. We are interested in accepting good quality used equipment as a donation to the fitness room. So, if you have a treadmill, a bike, an elliptical machine, a vibration trainer, a weight machine or any other type of fitness equipment that is in good shape, please give the details to the Village office. A member of the Society executive will call you and arrange to look at it, if interested. Please do not bring the equipment to the school without it being approved.

IS THERE ANYTHING ELSE I COULD DONATE ??

We have put together a casual meeting room made up of comfortable furniture such as couches, lazy boy chairs, etc. This room can be used for meetings and by the book club. If you have any couches or chairs in good shape that you are no longer using and would like to donate them, please let the Village office know. Someone from the executive will get back to you to view them if interested.

CAN WE USE THE SCHOOL FOR ANYTHING ELSE ??

The school can be rented for larger events such as weddings, reunions, funerals, meetings, sports events, craft fairs, etc. Rates for these events are available at the Village office.

We also have classrooms available for use as offices, exclusive meeting spaces, etc. If you are interested in any of these spaces, let us know and we can discuss it.

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COUTTS SCHOOL USE RULES

- The facility must be reserved by an adult, 18 years or older.
- Reservations are to be made at the Village of Coutts office, during open office hours. Typically Monday to Friday, from 8:30 a.m. to 4:00 p.m., unless closed due to holidays or leave.
- Rental fees, if applicable can be paid at the Village office.
- Only the person who made the reservation will be given keys to the building.
- The keys must be picked up from the Village office during open office hours.
- There will be a \$20.00 key deposit each time a key is picked up.
- The keys must be returned to the Village office by 4:00 p.m. the next business day. Either in person or by dropping them in the outside mail slot.
- If the keys are not returned on time or they are lost, you will lose your key deposit and may be charged with costs associated with the re-keying of locks.

- Booking times are limited to a maximum of 2 hours at a time.
- Booking times must be respected. If end time is 7:00, you should have all equipment put away by 7:00 to allow the next individual or group to start on time.
- Individuals are not allowed to book repeat events for personal use, e.g. each Monday from 7 to 9.
- Events longer than 2 hours are possible but charges may apply. Rate charts are available at the Village office.

- The person who makes the reservation is responsible for everyone in the group.
- All activities are to be supervised by an adult. That person must supervise the activity in its entirety.
- Minors are not to be left alone in the facility, with the exception of the library.
- The facility and the equipment will be used at your own risk.
- You must complete the sign in and sign out logbook at the facility.

- If you are part of a group, make sure the outside door is closed and locked after the last person is inside.
- The outside doors are not to be propped open at any time.
- All equipment must be put back where it was found once the activity is complete.
- The equipment room will be inspected on a regular basis.
- The responsible person or group will be charged for any missing or damaged items beyond normal wear and tear.
- Personal equipment brought inside that may damage the facility may not be used e.g. wooden hockey sticks or hard baseballs.

- **The person or group who rents the facility must cleanup after themselves and take out any garbage with them. Garbage can be placed in the garbage container and/or cage located outside the building.**
- **The person who makes the reservation will be responsible for any damages, losses or required cleanup as a result of their activity.**
- **Any damages, problems or concerns with the equipment or the building must be reported as soon as possible to the Village of Coutts office staff.**

- **If you turned on a light, turn it off when you leave.**
- **If you unlocked a door, lock it before you leave.**
- **If you adjusted any thermostats, set them back to the original position before you leave.**
- **If you unlocked the outside door, double check to make sure it is locked and secure when you leave.**
- **If you arrived when the library is open but are leaving after it is closed, make sure the outside door is locked and secure.**

- **There is no smoking in the building**
- **Alcohol is not allowed in the facility unless prior authorization has been given by the Board of Directors and the required permits have been obtained.**

- **Any violation of these rules may result in a suspension or loss of membership within the Coutts Recreation or Arts Society and/or a suspension or ban from using the facility.**

March 22, 2011 updated November 23, 2014

Coutts Recreation and Arts Society - Membership Form

Individual (\$40) Couple (\$70) Family (\$100)

Name(s): _____ Age: _____

Mailing Address: _____

Email Address: _____

Phone Number: _____

Resides inside membership boundary
 Resides outside membership boundary
 Approved by Board

Payment Amount and Type : _____

Date: _____

- I / We will comply with all rules associated with the Society and the Community Centre.
- I / We will use the facility, equipment and grounds at my / our own risk.
- I do hereby waive, release and forever discharge the Coutts Recreation and Arts Society and its officers and all others acting on its behalf from any and all claims or causes of action for any and all injury, illness, damage or loss that may occur to myself or anyone listed on this membership form as a result of using the facilities, the equipment or the grounds.

Signatures (Adult Members)

**All members subject to approval by the Board of Directors **