

FINAL

Strathcona, Christie, Aspen Community Association (SCA) **Board Meeting Minutes** **September 11, 2013**

Attendance:

Maureen Smith, President
Andy Kneubuhler, Past President
Sohaib Wasif, Vice President/Business and Strategic Planning
Kewal Khakh, Treasurer
Sanjeev Kad, Development
Carries Ferguson, Development
Shelley Bartole, Membership Director
Mustafa Abraham, Membership
Paul Avender, Advertising/Volunteers

Also attending:

John Merriman, Community and Neighbourhood Services

Item 1: Additions to Agenda

None

Item 2: Review and Approval of Minutes from the last meeting

Motion made by Maureen Smith to accept the May and June 2013 Minutes as tabled.
Motion seconded by Shelley Bartole. Motion carried.

Item 3: Safety Minute

None

Item 4: Portfolio Allocation

Portfolios were accepted as noted above under 'Attendance'. Maureen Smith made a motion to accept the Director's Portfolios as noted. Motion seconded by Carrie Ferguson. Motion carried.

Item 5: Guest Speakers

John Merriman, Community and Neighbourhood Services

John Merriman supplied a Draft Copy of a Director's Code of Conduct Agreement. Andy Kneubuhler agreed to edit the agreement and circulate an edited version to Board Members. All Board Members will be required to sign this Agreement previous to the next Board Meeting.

Item 5: Directors' Reports

President's Report



Amateur Sport Grant

A budget was tabled for equipment and maintenance items for both the SCA and Christie rinks in the amount of \$35,000 which includes a tractor that would be used for both snow removal and lawn mowing. Maureen Smith made a motion that the SCA submit an application to the Amateur Sport Grant Program for the amount of the budget. Motion seconded by Kewal Khakh. Motion carried.

Grant Projects

A summary of Grant Projects was tabled and discussed. All projects are on schedule and should be completed by mid October.

October 4th Community Event – Flood Relief

Community event on October 4th – the event will include a spaghetti dinner and entertainment to be announced. Any portion of the unused budget will be presented to the Calgary Zoo as a donation towards flood repair.

Main Hall

A motion was made by Maureen Smith to purchase a permanent screen and projector for the Main Hall, setting a budget of \$7,500. Motion seconded by Sohaib Wasif. Motion carried.

The Bow Valley Music Club (BVMC) has expressed an interest in funding the construction of a permanent stage in the Main Hall. Maureen Smith made a motion to allow the BVMC to proceed with building a permanent stage in the Main Hall provided that the SCA approves the plans and contractor for the project. Motion seconded by Sohaib Wasif. Motion carried.

Advertising Policy

A committee was formed to address the SCA's advertising policy. Paul Avender agreed to head the committee and Sanjeev Kad and Sohaib Wasif volunteered to be committee members. In the meantime the Board agreed that it would continue to advertise political events such as Open Houses, Town Meetings, etc. but it would not advertise for any political events where the focus was campaigning or fundraising.

Communications

Further to the Board's discussion regarding 'Code of Conduct' the Board members were advised that no Board Member had the authority to release correspondence without expressed authority being granted to them by the Board or without sharing said correspondence with the Board for consensus.

Inn From the Cold

The SCA hosts Inn From the Cold every fourth Sunday of the month and is one of two non denominational organizations to do so. The SCA is in danger of losing the Inn due to lack of volunteer support. All Board Members were encouraged to try and reach out to rally volunteer support for the Inn.

Administration

Succession planning and hourly rates for the Office Staff were discussed. The SCA welcomes Lorna Stasiuk as an addition to the office staff.



Christie Fundraising – Garage Sale

The Board determined that the 2014 Christie Garage sale held in the SCA parking lot should be on the same day as the community's Parade of Garage Sales to optimize foot traffic.

Westhills Community Sports

Michael Smith will table the Westhills Community Sports report at our next Board Meeting.

Stampede Family Nights

The SCA has been approached by the Stampeder Football Club and they are offering discounted football tickets to residents. We are following up regarding the details of the program and this opportunity will likely become available in the 2014 season.

Strategic and Business Planning – Sohaib Wasif

Sohaib advised the Board Members and John Merriman that development of the SCA Business Plan was progressing. Sohaib would plan a meeting to discuss the SCA's programming for inclusion in the Business Plan.

Next Gazette Submissions due OCTOBER 29, 2013

Next Board Meeting - Wednesday, NOVEMBER 13, 2013 at 7 pm.