

# **FINAL**

## **Strathcona, Christie, Aspen Community Association (SCA)** **Board Meeting Minutes** **May 8, 2013**

### **Present:**

Maureen Smith, President  
Andy Kneubuhler, Past President  
Shelley Bartole, Membership Director  
Mustafa Abalrahman, Membership Director  
Sohaib Wasif, Business Planning Director  
Roy Kuhnlein, Casino Director  
Sanjeev Kad, Director

### **Also attending:**

John Merriman, Community and Neighbourhood Services  
Sara Rooseboom, Community Assistant to Alderman Richard Pootmans, Ward 6

### **Item 1: Additions to Agenda**

None

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

A motion was made by Maureen Smith to approve the Final Minutes for the March and April 2013 Board Meetings. Motion seconded by Andy Kneubuhler. Motion carried.

### **Item 3: Safety Minute**

A motion was made by Andy Kneubuhler to appoint Richard Weber, the Community Block Watch Captain, as the SCA's safety rep. The motion was seconded by Shelley Bartole. Motion carried.

## **Item 4: Guest Speakers**

### **John Merriman, Community and Neighbourhood Services**

John Merriman advised that the Board Meeting after the AGM would include a Board Orientation. He also advised that the City of Calgary was hosting a 'Meet the Funders' workshop.

John also advised the Board that he would forward his survey to Directors via email and requests that everyone complete the survey.

### **Sara Rooseboom, Community Assistant to Alderman Richard Pootmans, Ward 6**

Sara Rooseboom gave the Board an update regarding the development of the Haddock Tree Nursery and advising the Board that the matter would be in front of City Council on June 10<sup>th</sup>. Sara also advised that the residents affected by parking on 73<sup>rd</sup> street were circulating a petition that would restrict street parking. As well, Sara advised that the City of Calgary does not have an alternate location for the recycling bins that were removed from Strathcona Square but will continue to investigate possible sites.

## **Item 6: Directors' Reports**

### **President's Report – Maureen Smith**

#### **Audit**

Maureen Smith made a motion to accept the Draft Audited Financial Statements prepared by the FCC auditors. The motion was seconded by Sanjeev Kad. Motion carried.

#### **Community Garden**

Registration meeting set for May 15<sup>th</sup> where interested gardeners will submit contracts and pay for garden boxes. Build date set for May 25<sup>th</sup>. Trevor Lakatos, the SCA Building Manager, has arranged for a lumber donation and will be onsite to supervise the building of the garden boxes and preparation of the site. Maureen Smith advised that the Community Garden may qualify for a Stepping Stones Grant of \$600.

Maureen Smith made a motion that a Community Garden budget of \$2,500 be approved to cover build costs. Mustafa Abraham seconded the motion. Motion carried.

#### **Renovations**

The main renovation project that remains to be completed is the landscaping and grading of the back stairs and patio area. Maureen Smith has filed a request with the Western Diversification Grant representative for a partial redemption of funds spent as at March 31, 2013.

### **Signing Authorities**

Maureen Smith made a motion to add Carrie Ferguson as a signing authority immediately and Roy Kuhnlein added as a signing authority after the AGM. Motion seconded by Shelley Bartole. Motion carried.

### **Vision and Mission Statement**

Board have been asked to review the Vision and Mission Statement in preparation for having it framed and displayed in the SCA foyer.

### **Signal Hill Library**

The Signal Hill Library sent a thank you letter to the SCA for the \$500 donation towards their art project.

### **New Board Members/AGM**

Azad Chandler from Christie has expressed an interest in joining the Board and will attend the AGM.

Directors are to prepare a brief presentation summarizing their portfolios to present at the AGM.

### **Upcoming Events**

May 11	Parade of Garage Sales
May 15	Community Garden Registration
May 25	Community Garden Build
June 1	Recycling Event
June 6	AGM
June 12	Board Meeting and Orientation for new Board Members
June 15	Westside Stampede Breakfast
June 22	SCA Stampede Breakfast

### **Past President – Andy Kneubuhler – West LRT**

Andy Kneubuhler provided the Board with some direction regarding the format of the AGM.

## **Strategic and Business Planning – Sohaib Wasif**

Carrie Ferguson and Shelley Bartole are developing a Facility Survey that will be distributed to building renters. The information collected from these surveys will be incorporated into the SCA Business Plan.

Succession planning was discussed, in particular where the office staff is concerned. It was decided that we should begin advertising and interviewing for temporary office staff.

Sohaib requested that the remainder of the job descriptions be forwarded to him for inclusion in the Business Plan.

Andy Kneubuhler agreed to draft the Table of Contents for the Business Plan.

## **Next Gazette Submissions due June 28, 2013**

**AGM - Thursday, June 6, 2013 at 7 pm.**

**Board Orientation Meeting – Wednesday, June 12, 2013 at 7pm.**