

## **FINAL**

### **Strathcona, Christie, Aspen Community Association (SCA)**

#### **Board Meeting Minutes**

**January 17, 2018**

#### **Board Attendance:**

Maureen Smith, President  
Roy Kuhnlein, Vice President  
Simon Fletcher, Treasurer  
Karla Pollock, Secretary  
Shelley Bartole, Development / New Schools / Traffic  
Kathy Underhill, Director at Large

#### **Also in Attendance:**

Shelley Lakatos, SCA Office Manager  
Jeff Davison, Ward 6 Councillor  
Suzy Trottier, Communications & Community Liaison to Ward 6 Councillor Jeff Davison

#### **Item 1: Meeting Called to Order**

Maureen Smith called the meeting to order at 7:08pm.

#### **Item 2: Additions to Agenda**

Maureen Smith briefly reviewed agenda for concurrence. Last minute Special Guest: Ward 6 Councillor, Jeff Davison, joined the beginning of the meeting.

#### **Item 3: Approval of Past Minutes**

Motion made by Maureen Smith to accept the Meeting Minutes from June 14, 2017 and from November 22, 2017.  
Motion seconded by Shelley Bartole. Motion carried.

#### **Item 4: Special Guest - Ward 6 Councillor Jeff Davison**

Jeff Davison, newly elected Councillor to Ward 6, introduced himself to the SCA Board and expressed his eagerness to work closely with the SCA to represent our concerns and feedback to the City of Calgary. He answered some member questions and shared that his priorities are with infrastructure, traffic safety and the West Ring Road implementation. Councillor Davison welcomed the Board to contact his office for any assistance.

### **Item 5: Ward 6 Report - Communications & Community Liaison to Ward 6 Councillor Jeff Davison, Suzy Trottier**

Suzy Trottier distributed a Summary of City of Calgary 311 Calls for the three neighbourhoods of Strathcona, Christie Park and Aspen for the period of December 1 to 31, 2017.

Shelley Bartole asked Suzy about the status of commercial signs posted on City Property on the corner of 85 Street and 14 Avenue S.W. Shelley was assured that City Bylaw was to remove the signage but Suzy reports that there remains some miscommunication. Suzy will report back to the Board on updates.

Shelley Bartole asked Suzy about ongoing road congestion around area schools; most notably with the private school, Rundle College, on 73 Street and 17 Avenue S.W. as they do not have school bus service. Shelley reports several resident complaints about heavy daily vehicle congestion with parents dropping off students and then performing dangerous and illegal u-turns with their vehicles in the middle of intersections.

Suzy would like to meet with SCA Board Development, New Schools and Traffic Committee Members, Carrie Ferguson and Shelley Bartole, to review current concerns and create a communication plan.

### **Item 6: Events and Programs Report - SCA Office Manager, Shelley Lakatos**

#### **Upcoming Events -**

January 26, 2018 - Spaghetti Dinner at 6:00pm and Movie "Despicable Me 3" at 7:00pm in the SCA Hall. David's Tea employees will distribute tea samples during the dinner. Amica Retirement Community volunteers will distribute cookies during the movie.

February 19, 2018 - Family Winter Festival from 12:00-3:00pm at the SCA Hall. The festival will feature Floor Curling and Family Skating. Remax Christiaansen Group, PlayCity and Amica Retirement Community volunteers will participate. Boston Pizza's mascot may be able to participate. Other fun with a magician, balloons and temporary tattoos. Hot chocolate and hot dogs will be provided.

This event is an initiative of #GetMovingYYC and is a partner sponsorship between the Strathcona, Christie & Aspen Community Association and the Springbank Hill Community Association.

February 23, 2018 - Wine & Chocolate Social from 7:00-11:00pm in the SCA Hall. Tickets are \$25.00 (includes GST) and may be purchased on the SCA website. The Vin Room will offer three wine and chocolate pairings as well as a feature cheese station. Tickets will be sold for additional glasses of wine and beer. Live music will entertain guests throughout the evening.

#### **Programs Report -**

Shelley Lakatos distributed the SCA Community Association "2018 Summer Camps" programs pamphlets to the Board. Some of the programs include: Babysitting Course, Bricks 4 Kidz, Byte Camp, Poppy Innovations: Culinary Masters and Farm to Fork, Engineering for Kids, Home Alone Course, Idea Lab: Rock Your Grey Matter, Outdoors In, Rhythm Tank Studio, Spirit of Math and Tuck N Tumble.

## **Hall Booking Update -**

Shelley Lakatos reported that the Main Hall has Friday, Saturday and Sunday Wedding Event bookings through to 2019. Saturdays for Spring and Summer 2018 are fully booked. Ongoing review of recycling efficiency at all Wedding Events to determine if the current Recycling Surcharge is sufficient.

## **2018 Events Budget -**

Shelley Lakatos distributed the 2018 Events Budget to the Board:

January 2018 - Spaghetti Dinner & Movie - \$3,700.00  
February 2018 - Family Winter Festival - \$300.00  
February 2018 - Adult Event - \$3,400.00  
March 2018 - Spaghetti Dinner & Movie - \$3,700.00  
April 2018 - Recycling & Waste Event - \$1,750.00  
May 2018 - Parade of Garage Sales - \$1,000.00  
June 2018 - Stampede Breakfast and SpotLIGHT Event - \$9,750.00  
September 2018 - Spaghetti Dinner & Movie - \$3,700.00  
October 2018 - Adult Event - \$3,400.00  
November 2018 - Spaghetti Dinner & Movie - \$3,700.00  
December 2018 - Holiday Craft Fair - \$700.00  
December 2018 - Christmas Day Skate - \$400.00

Board discussion to consider canceling one of the Spaghetti Dinners .. possibly the March 2018 event.

MLA Calgary West, Mike Ellis, has indicated that he will sponsor 50% of the food cost for the June 2018 Stampede Breakfast Event. Shelley Lakatos and Kathy Underhill will continue to work out the budget details for the Stampede Breakfast Event.

Motion made by Maureen Smith to accept the 2018 Events Budget in the amount of \$35,500.00. Motion seconded by Shelley Bartole. Motion carried.

## **SCA Sponsored Events 2017 Summary of Profits / Losses -**

Shelley Lakatos distributed a Summary of SCA Sponsored Events 2017 Yearly Profits and Losses to the Board. The SCA sponsored events are Art, Tai Chi, Line Dance, Bridge Lessons, Painting on the Hill, O/A Dance, Yoga Workshop and Seniors Yoga. The 2017 Yearly Profits and Losses were broken down by Winter, Spring, Summer and Fall (Buy One Get One Free) program sessions. The Final 2017 Yearly Total was a \$5,174.91 Profit.

## **Item 7: President's Report - Maureen Smith**

### **Capital Conservation Grant (CCG) and Community Facility Enhancement Program (CFEP) Interim Grant Applications -**

Maureen Smith recommended that the SCA submit an application for Interim Grants from CCG and CFEP to be made this month to cover the costs of the following proposed Projects, all projected to be completed by end of 2018: Interior LED Lighting, Exit/Emergency/Fire Doors, Paint Main Hall Ceiling and Front Entry Millwork.

Motion made by Maureen Smith to submit applications for Interim Grants from Capital Conservation Grant (CCG) and Community Facility Enhancement Program (CFEP). Motion seconded by Shelley Bartole. Motion carried.

#### **YYC Airport Authority Request for SCA Board Liaison -**

A representative from the YYC Airport Authority contacted Maureen Smith to invite any interested SCA Board member to join their Flight Path Noise Meetings. After brief discussion, no SCA Board members expressed interest in joining the Airport Authority meetings at this time.

#### **NPC Portfolio PowWow -**

Maureen Smith has accepted an invitation to attend this session on Thursday, February 8, 2018 at 7:00pm. This PowWow session will be on Finances; aimed at the Treasurer / Bookkeeper within the organization.

#### **Corporate Sponsorship Opportunities -**

At a previous Board meeting, Maureen asked if any SCA Board members would be interested in developing a Corporate Sponsorship Program. Kathy Underhill indicated that she would be interested in approaching local businesses for Corporate Sponsorship opportunities. Kathy also mentioned that she would be keen to investigate the establishment of a "SCA Membership Perks Program". A unique program where SCA members could show their membership card at local businesses to receive promotional deals, bonus rewards and extras. The Board supports Kathy to explore this program. Some tweaking to our current membership system would have to be done as the SCA currently does not issue physical membership cards to its members. With our current SCA membership system, issuing cards to members with various expiry dates would be a daunting task so perhaps a universal calendar year membership program would be more efficient and thus more manageable in distributing membership cards. Kathy and Maureen will discuss further and share their ideas at future Board meetings.

### **Item 8: Committee and Directors Reports**

#### **Development / New Schools / Traffic - Shelley Bartole**

Shelley Bartole will keep the Board updated on area school traffic congestion issues.

Shelley Bartole contacted The City of Calgary 311 and Bylaw Services in her ongoing research into Area Developers and Homeowners' Associations in the Strathcona and Aspen neighbourhoods. There is concern with worsening conditions of subdivision perimeter stucco fencing, entrance features and stucco/stone fence columns that are unsightly, crumbling and unsafe to the public.

Because not all subdivisions have established Homeowners' Associations, there is much confusion over who is financially responsible for the maintenance of the entrance features and perimeter stucco fences. Shelley opened a formal complaint with 311 but it was closed without any resolution. Shelley spoke to an individual with Calgary Bylaw but there was much confusion in their direction. The Bylaw officer was under the impression that Community Associations are responsible for these fences and features.

Shelley reported that City Bylaw had agreed to remove commercial signs from City Property in Aspen, however due to some miscommunication, ongoing discussion is required.

Suzy Trottier, Communications & Community Liaison to Ward 6 Councillor Jeff Davison, offered assistance to Shelley to research appropriate contacts with the City and Bylaw Services.

### **Item 9: City of Calgary Neighbourhood Partnership Coordinator (NPC) Report - James Runge, via Email**

James Runge was not in attendance at this board meeting but he distributed his monthly NPC Report via Email prior to the meeting for the Board's consideration:

#### NPC Requests:

NPC Portfolio PowWow - Thursday, February 8, 2018 at 7:00pm. This PowWow session will be on Finances; aimed at the Treasurer / Bookkeeper within the organization. Richmond Green Office.

\*Maureen Smith has accepted an invitation to attend this session\*

Capital Conservation Grant (CCG) Application - The next round of CCG applications is ongoing. CCG applications will be reviewed based on two main qualifying factors: Lifecycle Safety and Lifecycle Past Due Projects.

SCA Business Plan Past Due for an Update - James reminded that the SCA Business Plan is past due for an update. A review of the plan, including Action Plan items and an Annual Operating Budget, are required as per the LOC for compliance. He requests receipt by end of January 2018.

NEW Community Events Website - Advertise community events at [www.yccommunitylens.ca](http://www.yccommunitylens.ca)

#### Grant Opportunities:

Community Restoration Project presented by Calgary Hitmen Foundation

Jumpstart Accessibility Grants

Energy Efficiency Alberta

FUN Team Alberta

Calgary Foundation: Stepping Stones

#### Training Opportunities:

Various ongoing Federation Workshops: Presidents Roles & Responsibilities, Planning Committees 101: Getting Started, Cork Connection Wine Tasting & Silent Auction, Building Community Participation through Engagement, Going Green: Creating Sustainable Organizations, Planning Green Spaces and Public Amenities, Common Board Meeting Challenges.

#### Did You Know?:

Various ongoing city-wide events and external opportunities.

### **Item 10: Meeting Called to Close**

Motion made by Maureen Smith to adjourn the meeting at 8:57pm. Motion seconded by Karla Pollock. Motion carried.

**~ Next Regular Board Meeting - February 21, 2018 at 7:00pm, SCA Community Association Board Room.**