

## **FINAL**

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

#### **Board Meeting Minutes**

**April 18, 2018**

#### **Board Attendance:**

Maureen Smith, President  
Roy Kuhnlein, Vice President  
Simon Fletcher, Treasurer  
Shelley Bartole, Development / New Schools / Traffic  
Mark Lukwinski, Infrastructure  
Arianna Carlotti, Policies and Procedures  
Kathy Underhill, Director at Large  
Azad Chandler, Christie

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

James Runge, City of Calgary Neighbourhood Partnership Coordinator (NPC)  
Suzie Trottier, Communications & Community Liaison to Ward 6 Councilor Jeff Davison

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

Maureen Smith called the meeting to order at 7:00pm.

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

Maureen Smith briefly reviewed agenda for concurrence.

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

Maureen requested a Motion from the floor to approve the Meeting Minutes from March 21, 2018. Motion made by Simon Fletcher. Seconded by Kathy Underhill. Motion carried.

#### **Item 4: President's Report - Maureen Smith**

##### **AGM Preparation:**

Maureen Smith requested that all Board Directors advise her by email if they are to returning to the Board for another year/term and to prepare comments for the upcoming SCA AGM on May 9, 2018.

The Signal Hill Community Association did not receive a community clean up date from the City so the SCA has invited the SHCA to partner with the SCA, sharing costs.

Upcoming Meetings and Events:

May 3, 2018 – Ward 6 Open House at the SCA

May 11, 2018 – Springbank Hill Wine Tasting at the SCA

May 24, 2018 – Community Association President's meeting with Councilor.

Programming:

Maureen tabled the Winter Programs Summary for Board review. Programs continue to be well attended and the following new programs are being considered: Mindful Meditation, Minipreneurs, Irish Dance lessons and Mah Jong lessons.

**Item 5: Committee and Directors Reports**

**Roy Kuhnlein - Vice President**

Roy attended the Rink Volunteer Appreciation Event at them Bridgeland Riverside Community Association and was able to thank our volunteers that attended.

Roy also announced that he would not be returning to the Board. You will be missed Roy!

**Simon Fletcher – Treasurer**

Simon tabled the SCA's December 31, 2017 Draft Financial Statements for the Board's review. Maureen Smith made a motion to approve the SCA's December 31, 2017 Draft Financial Statements contingent on changes to the disclosure notes. Motion seconded by Simon Fletcher. Motion carried.

The finalized Financial Statements will be presented at the AGM on May 9, 2018.

**Kathy Underhill – Business Continuity, Sponsorship and Perks Program and Pet Friendly Neighbourhoods**

The SCA has begun distribution of its Sponsorship and Perks Program letter by email. Kathy explained that the Perks Program will not only benefit the local businesses who participate but will also provide valuable added benefits to residents who purchase and renew their SCA CA membership yearly.

Kathy has undertaken to develop a Business Continuity Plan and to share a draft plan with the Board for their consideration at the June Board meeting.

Kathy is also considering undertaking an initiative to make our three communities more pet friendly by educating and communicating with residents regarding City By Laws, obtaining better signage and waste receptacles, etc.

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

Suzy Trottier addressed concerns regarding the disrepair of the fence behind Sobey's that backs on to 69 Street. She has forwarded the concern to Community Standards and will update the SCA when she receives a response.

Suzie also advised the Board of the following upcoming events and meetings:

April 26, 2018 - Road Tour

May 3, 2018 - Ward 6 Open House

May 24, 2018 - CA Presidents' Meeting with the Councilor

## **Item 7: City of Calgary Neighbourhood Partnership Coordinator (NPC) Report - James Runge**

James Runge distributed his monthly NPC Report for the Board's consideration:

### NPC Requests:

NPC Portfolio PowWow (Communications) - The next PowWow session (May 23, 2018) topic will be Communications. This session is aimed at the Communications/Marketing/PR role within the organization. The SCA's Office Manager, Shelley Lakatos and the SCA's Communication Manager, Cathy Duke, both plan on attending.

Community Representation Framework Survey - This survey will be used to gather input to help us better understand your experience with community representation and your views on a suggested new approach, based on a district forum. The SCA's Development Director, Carrie Ferguson, has committed to participating in this survey.

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 as soon as possible. SCA Treasurer, Simon Fletcher, is preparing the documents.

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

### NPC Supported Items:

FREE Summer Program Update - Building off the success of last year's Community Sports Hub program, a continuation program is being proposed to the communities within Ward 6. This program will provide the opportunity for free sport/active programs to come to the community. The program will help get kids/adults/families more active AND present the opportunity for CA's to work with sport/active organizations on coaching opportunities and hosting CA programs. We are currently following up with sport groups to offer a 6 week cricket program and a 6 week "Outdoor Activity" program. Activities could include Disc Golf, Orienteering, Wide Games, Quidditch, etc.

Golf Ambassadors - City of Calgary Golf Ambassadors would like to attend large community events between May and August to promote being healthy and active through golf. There are many opportunities to golf including Ladies programs, Beginners and Family nights, Mother's/Father's Day events and Take a Kid to the Course week. Subsidies and family rates are available at [www.calgary.ca/CSPS/Recreation/Pages/Golf-courses/Home.aspx](http://www.calgary.ca/CSPS/Recreation/Pages/Golf-courses/Home.aspx)

Pathways, Sidewalks and Bikeways - snow and ice control information at [www.maps.calgary.ca/PathwaysandBikeways](http://www.maps.calgary.ca/PathwaysandBikeways)

Beyond The Four Walls Conference - The 2018 theme is Shifting Attitudes! Conference themes are: Space to Place, Passive to Active, Inside to Outside, Global to Local and Me to We. Full agenda/registration at [www.calgarycommunities.com/events/conference2018](http://www.calgarycommunities.com/events/conference2018)  
Saturday, April 28, 2018 from 8:30-4:00pm at Winston Heights/Mountview Community Association, 520 27 Avenue N.E. Cost: \$20.00

Home Improvement Project Open House May 12, 2018, Noon – 4 p.m. McKenzie Towne Hall – This Open House will help citizens answer questions on key topics associated with home improvement projects, including permit requirements, inspections and hiring licensed contractors. Subject matter experts will be on hand to help answer project questions including: plumbing, electrical, framing, land use bylaws and processes and more. This is a FREE event and an open house format so people can drop in anytime. This event is also open to the General Public!

Neighbour Day - Neighbour Day is an opportunity to get together with your neighbours and celebrate our strong community spirit in Calgary. Neighbour Day originated in 2014 to celebrate the incredible outpouring of support and generosity neighbours demonstrated after the 2013 floods. The City is once again waiving its fees for block party permits and greenspace bookings for approved Neighbour Day events that take place on Saturday, June 16, 2018.

Grant Opportunities:

Community Initiatives Program (CIP)  
Community Facility Enhancement Program (CFEP)  
FUN Team Alberta  
Calgary Foundation: Stepping Stones

Training Opportunities:

Various ongoing Federation Workshops: Treasurer's Workshop for the Inexperienced Accountant; GST for Not-for-Profits; Growth & Change: Transit-Oriented Development (TOD); Planning Committee: Operating and Improving; Board Workshop: Healthy Organizations: Succession Planning; The Value of Face-to-Face Communications; GST for Charities.

Did You Know?:

Various ongoing city-wide events and external opportunities.

**Item 8: Meeting Called to Close**

Maureen requested a Motion from the floor to adjourn the meeting at 8:30pm. Motion made by Simon Fletcher. Seconded by Kathy Underhill. Motion carried.

**~ Annual General Meeting - May 6, 2018 at 7:00pm, SCA Community Association Founders Room**

**~ Next Board Meeting - June 20, 2018, at 7:00pm, SCA Community Association Board Room**