

## **DRAFT**

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

#### **Board Meeting Minutes**

**April 17, 2019**

#### **Board Attendance:**

Maureen Smith, President  
Kathy Underhill, Vice President  
Dave Bryan, Treasurer  
Karla Pollock, Secretary  
Shelley Bartole, Development / New Schools / Traffic  
Carrie Ferguson, Development / New Schools / Traffic

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

James Runge, City of Calgary, Neighbourhood Partnership Coordinator (NPC)  
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 7:00pm.

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

Maureen Smith briefly reviewed agenda for concurrence.

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

Maureen Smith requested a Motion from the floor to accept the Meeting Minutes from February 20, 2019. \*Note that there was no March meeting. Motion made by Kathy Underhill. Seconded by Maureen Smith. Motion carried.

#### **Item 4: Ward 6 Report - Communications & Community Liaison and Constituent Liaison to Ward 6 Councillor Jeff Davison, Suzy Trottier**

Suzy distributed a Summary of City of Calgary 311 Calls for the three neighbourhoods of Strathcona, Christie Park and Aspen for the period of March 1 to 31, 2019 via email.

She confirmed that Councillor Davison plans to speak to attendees at the upcoming SCA Annual General Meeting.

#### **Item 5: President's Report - Maureen Smith**

#### Upcoming SCA events:

Maureen shared some upcoming SCA events and reminded that volunteers are needed.

April 27, 2019 - Parade of Garage Sales

May 11, 2019 - Community Recycle Day

June 16, 2019 - Stampede Breakfast

#### SCA Conflict of Interest Policy:

The final version of the SCA Conflict of Interest Policy was distributed to all Board members via email.

Group discussion and agreement.

Maureen requested a Motion from the floor to accept the SCA Conflict of Interest Policy. Motion made by Kathy Underhill. Seconded by Shelley Bartole. Motion carried.

#### SCA Sublicensee Agreements:

Maureen reported that updated SCA Sublicensee Agreements have been completed. Group discussion and agreement.

Maureen requested a Motion from the floor to accept the Sublicensee Contracts. Motion made by Kathy Underhill. Seconded by Dave Bryan. Motion carried.

#### SCA Policies and Procedures:

Maureen is confirming completion of the SCA Code of Conduct Policy and the SCA Confidentiality Policy. SCA Communication Manager, Cathy Duke, will be asked to please assist with the SCA Communication Policy and the SCA Advertising Policy.

#### SCA Tennis Courts Renovation Project Update:

Maureen reported that she is attempting to confirm the tennis courts renovation plans with the chosen contractor and to confirm grant confirmation for the project.

### **Item 6: Committee and Directors Reports**

#### **Treasurer's Report - Dave Bryan**

Dave distributed the SCA Financial Statements for December 31, 2018. The contents being an Independent Auditor's Report, Financial Statements: Statement of Financial Position, Statement of Changes in Net Assets, Statement of Operations, Statement of Cash Flows and Accompanying Notes to the Financial Statements.

Schedules were included for Programs and Sports, Social Events, Administration Expenses and Hall Expenses. Board Discussion and agreement on some minor adjustments and edits prior to final Board approval.

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

Shelley reviewed a Circulation List Request that she received from the City of Calgary Permits Department. The request allows the SCA to choose which specific types of City Notices that we wish to receive on Development Permits in the community. Board discussion and agreement on the list.

### **Vice President - Kathy Underhill**

Kathy mentioned a concern about a baseball diamond that is slated for removal from a Strathcona park space.

Kathy expressed interest in speaking to the City of Calgary about consideration of removal of a bus trap between the communities of Strathcona and Christie Park.

Kathy requests that the SCA review our current Rodent / Pest Control Contract to ensure that we are being accurately invoiced.

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

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

Organization Health Services Measures - Calgary Neighbourhoods has developed two tools for organizations to voluntarily review with their NPC before June 30, 2019 – the Organizational Health Tool and the Service Measures Survey. The purpose of these tools is to identify current organizational health, sustainability and services provided to the community. Individual group information will not be shared publicly but aggregated results may be included in the audit report presented to Council.

Neighbour Day - June 15, 2019

2019 Transit Service Review

Residential Traffic Safety Unit in Your Community

YYC Parks Volunteers Programs

Development Permit Notices Moving to Online

Civic Census Reminder

Lemonade Day - June 8, 2019

Federation of Calgary Communities Workshops, Meet the Funders Workshop, Parks Foundation Community Projects Workshop

### **Item 8: Meeting Called to Close**

Maureen Smith requested a Motion from the floor to adjourn the meeting at 8:26pm. Motion made by Shelley Bartole. Seconded by Dave Bryan. Motion carried.

**~ Annual General Meeting - May 8, 2019 at 7:00pm, SCA Community Association Founders Room\**

**~ Next Board Meeting - June 19, 2019 at 7:00pm, SCA Community Association Board Room**