

FINAL

Strathcona, Christie, Aspen Community Association (SCA)

Board Meeting Minutes

February 17, 2021 (Online Meeting)

Board Attendance:

Maureen Smith, President
Kathy Underhill, Vice President
Dave Bryan, Treasurer
Shelley Bartole, Development/New Schools/Traffic
Marlene Bainborough, Programming and Events
Adam Schwartz, Planning/Development

Also in Attendance:

James Runge, City of Calgary, Neighbourhood Partnership Coordinator (NPC)
Meagan Ladouceur, Constituent Liaison, Councilor's Office Ward 6

Item 1: Meeting Called to Order

Maureen Smith called the meeting to order at 7:07pm.

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 January 20, 2021. Motion made by Dave Bryan. Seconded by Marlene Bainborough. Motion carried.

Item 4: Secretary, Karla Pollock resignation

Sadly, the SCA's secretary, Karla Pollock, resigned from the Board. Karla will be missed, in addition to her duties as Secretary, Karla was also responsible for organizing the SCA's last two Casinos. We wish Karla all the best. Kathy Underhill agreed to take over the Casino responsibilities.

Item 5: Committee and Directors Reports

Maureen Smith – President's Report

Grants: The SCA received formal notice that the CCG Grant to refurbish the tennis courts has been approved.

\$550 of donations for the tennis court project have been received by Parks Foundation Calgary.

Maureen advised the Board of a new Grant opportunity, the Healthy Communities Initiative. Dave Bryan made a motion that the SCA pursue and apply for this Grant. Kathy Underhill seconded the Motion. Motion carried.

Computers: Maureen advised the Board that she purchased a new laptop computer and update package for Sage for the office. The accounting program, Sage, would go unsupported unless the SCA had a computer that supported Windows 10. Dave Bryan made a motion that Maureen Smith be recompensed for the computer and Sage update. Kathy Underhill seconded the Motion. Motion carried.

Events: The SCA has applied for dates to potentially host a recycling and garbage event. Marlene Bainborough said she would touch base with Shelley Lakatos, Office Manager, about the event.

Community Garden: Shelley Lakatos will contact Community Gardens April 1 and begin allocating gardening boxes.

Vice President – Kathy Underhill

Kathy Underhill reported that after conversations with the FCC that the SCA may in the future advertise the position of Office Manager as an ‘employee’ position and not a contract position.

Copies of 2020 contract agreements were distributed to the Board prior to the Board Meeting. There was a discussion among the Board about new Contract Agreements and what that would entitle. Discussion resulted in Maureen asking Kathy Underhill and Dave Bryan to engage with Shelley and Trevor Lakatos directly before coming back to the Board with a recommended contract proposal. Maureen directed Kathy Underhill and Dave Bryan to meet with Trevor and Shelley directly because she felt she had a conflict of interest. It was agreed that Kathy Underhill and Dave Bryan would first meet with Shelley and Trevor Lakatos to discuss hours, performance tasks, snow removal, janitorial, budgets and future concerns before new contracts were drafted for Board review.

Kathy Underhill agreed to take on the responsibilities of casino chairperson in addition to her role as Vice President.

Treasurer's Report – Dave Bryan

Operating Revenue remains down and will continue to be as long as Covid 19 lockdowns prevent or impair normal operations. Costs have also been reduced – especially janitorial and direct cost for events and programming that was cancelled.

Operations are almost at break even (except for a \$4K annual FCC membership cost) – lease rental revenue is covering direct costs and this is sustainable.

SCA received money from two Covid 19 relief funds (City and Provincial) in January amounting to \$26K to cover the impact of Covid 19 on operations.

SCA's previously depleted cash reserve is now replenished and the organization is now in a relatively strong cash position in advance of the spring Tennis Court resurfacing capital project.

Programming and Events – Marlene Bainborough

Marlene headed a brief discussion regarding programming and events. Marlene will head up planning for the SCA's 40th Anniversary celebration.

Maureen Smith asked Marlene if she would consider taking on the position of Secretary. Marlene said she would take it under advisement.

Development, Traffic and Parking – Shelley Bartole

Traffic discussion concerning Calgary Academy access, Aspen Hills Drive and 93rd Street.

Item 6: City of Calgary Neighbourhood Partnership Coordinator (NPC) Report - James Runge

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

Playground replacement, location behind houses on Christie Park Green SW.

Updated 2021 CCG guidelines.

Outdoor winter recreation guidelines.

Business Plan update request.

Covid-19 CA Relief Fund. The SCA's Q3 reporting and additional funding approved. Q4 Covid-19 relief funding reporting due February 15, 2021.

2019 Financial Rating update.

Sub-license Agreements

Connecting City Resources: Waste and Recycling Program

Public Relations: 27th Annual Calgary Awards

Business Assessment Report – Lifecycle Report

Links for various events and external opportunities and contact information.

Item 7: Meagan Ladouceur, Constituent Liaison, Councilor's Office Ward 6

A discussion with Meagan included the following:

Increasing Bow Trail speed limit between 69th and 85th Streets.

City Survey regarding lowering of residential speed limits.

The Ward 6 Community Ward Report also provided City of Calgary Information links, Ward 6 Office Updates, upcoming dates to remember, Ongoing Community Initiatives, Transit, Parks, Waste & Recycling, Development, Community Standards (Bylaw)/Calgary Police Service links for our three communities and 311 Service Request Summary.

Item 8: Meeting Called to Close

Maureen Smith requested a Motion from the floor to adjourn the meeting at 8:46pm. Motion made by Dave Bryan. Seconded by Carrie Ferguson. Motion carried.

~ Next Board Meeting – March 17, 2021 at 7:00 pm, online.