



Shawnee-Evergreen Community Association - Directors' Meeting Minutes

Date:	Tuesday June 11, 2019
Location:	South Gate Alliance Church Room 211 - 1436 James Mckevitt Rd SW

Attendees:

<u>Directors:</u>					
Zeinab El Kady	Y	Liala Elrafihe	Y	Lynn Jobe	Y
Ajay Khanolkar	N	Rose-Lyne McCall	N	Sharon Raduloff	N
John Raich	Y	Norm Rousseau	Y	Brad Smith	Y
Peter Snell	Y	Jane Watson	Y		
<u>Members:</u>					
Lorraine Raich		Ian Jobe		Stephen McLaren	

1. A quorum of directors (5 or more) being present, the meeting was called to order at 7:07 P.M.
2. Review and acceptance of Agenda
 - Refer to "Consolidated Consent Agenda & Committee Reports" Appendix "A" attached.
3. Consent Agenda
 - Refer to "Consolidated Consent Agenda & Committee Reports" Appendix "A" attached.
4. Treasurer's report
 - Financial Status as at June11, 2019.
See Appendix "B" attached.

Minutes prepared by: Peter Snell

Next Directors' Meeting: **Tuesday September 10, 2019 7:00 PM** at South Gate Alliance Church Room 211.



**CONSOLIDATED CONSENT AGENDA & COMMITTEE
REPORTS**

1. MINUTES FROM PRIOR MEETING:

Prepared by: Peter Snell

Date:	Tuesday May 14, 2019
Location:	South Gate Alliance Church Room 211 - 1436 James Mckevitt Rd SW

Attendees:

<u>Directors:</u>					
Zeinab El Kady	Y	Liala Elrafihe	Y	Lynn Jobe	Y
Ajay Khanolkar	N	Rose-Lyne McCall	Y	Sharon Raduloff	N
John Raich	Y	Norm Rousseau	Y	Brad Smith	Y
Peter Snell	Y	Jane Watson	Y		
<u>Members:</u>					
Lorraine Raich		Ian Richardson			

- A quorum of directors (5 or more) being present, the meeting was called to order at 7:07 P.M.
- Review and acceptance of Agenda

Motion:	Accept Agenda as presented.
Moved by:	Zeinab El Kady
Seconded by:	Rose-Lyne McCall
	Carried

3. Acceptance of Previous Directors' Meeting Minutes

Motion:	Accept Minutes from April 9, 2019 Directors' Meeting as issued.
Moved by:	Norm Rousseau
Seconded by:	Zeinab El Kady
	Carried

4. President's Report

- Directors 2019/20

Willing to stand for re-election Yes/No:

Zeinab El Kady	Y	Liala Elrafihe	N	Lynn Jobe	Y
Ajay Khanolkar	?	Rose-Lyne McCall	Y	Sharon Raduloff	?
John Raich	Y	Norm Rousseau	?	Brad Smith	N
Peter Snell	N	Jane Watson	N		

No-one was willing to chair a nominating committee so "directors will find nominees".

- Meeting Effectiveness

Brad will issue next meeting's agenda in the new format with director submissions due to him by June 4.

5. Treasurer's report

- Financial Status as at May14, 2019.

See Appendix "A" attached.

Motion:	Accept Treasurer's report as submitted.
Moved by:	Peter Snell
Seconded by:	Liala Elrafihe
	Carried

- Easter Egg Hunt

Total expenses were \$1,535.95 and net with Cardel donation was \$785.95. Below budget of \$1,500.

- Casino Eligible Administrative Costs

\$3,247.92 transferred to chequing account. Permitted maximum is 10% of 2018 gaming proceeds of \$65,966.82 for 2018. An additional amount will be transferred in August for May 15 to August 31 eligible expenses.

6. Other Director reports

- Development
Permit for assisted living at 128 Evergreen Circle SW has been approved.
If heavy Cardel traffic is observed, call 311 to report. Request should be added to SECA FaceBook.
- Membership
25 of the 63 routes (40%) have been assigned to 18 volunteer canvassers.
- Social
Easter Egg Hunt:
Brad to contact Ajay re a thank you to the girl guides.
Consider having a direction and maps for 2020.
Stampede Breakfast:
Retain 1 bouncy house suitable for 2 to 5 year olds.
Liala will send out email clarifying responsibilities.
- Cardel Rec South
Nil.
- Trico
Nil
- ESP

Motion:	Approve expenditure from Casino funds for 1 20' X 10' and 3 10' X 10' popup tents with imprints and accessories, 2 blade signs and 1 A frame sign.
Moved by:	Lyne Jobe
Seconded by:	John Raich
	Carried

- DSWCN
Nil.

7. Old Business

- Friends of Fish Creek (FFC)
Creekfest on July 20 at Bow Bottom Ranch.
Ian will talk to Executive Director about making a presentation to the SECA Board.

8. Adjournment

Motion:	Meeting be adjourned at 9:03 P.M.
Moved by:	Peter Snell
Seconded by:	Lynn Jobe

	Carried
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2. **PRESIDENT’S REPORT**

Date: June 11, 2019

Prepared by: Brad Smith

The June Presidents report includes the following:

1. The annual Ward 13 Transportation Tour has been scheduled:

- Date: Wed, June 26th, 2019
- Time: 4PM – 6:30PM
- Location: The designated pickup and drop off location will be at the Canyon Meadows Community Centre (844/848 Cantabrian Drive SW)

Joining the tour will be Michael Thompson (GM, Transportation), Troy McLeod (Director, Roads), Adam Pawlak (Executive Advisor, Roads), Tony Churchill (Traffic Leader Ops Safety, Roads) and Constable Randy MacDonald (Residential Traffic Safety Unit, CPS).

For SECA Discussion: Each President will guide our experts through each of their communities and pinpointing the areas of concerns. Please feel free to forward your list to me ahead of time and I will be sure to print out.

2. Councillor Colley-Urquhart was sick for the President’s meeting scheduled for May 29 and the meeting has been rescheduled for June 25th. **Any SECA matters we want in front of Dianne?**

3. **Role of SECA in maintenance and upkeep on private property in Shawnee-Evergreen**

- I received the following complaint regarding 357 Evergreen Circle. The resident has, after approximately 8 or 9 years still not developed their backyard. Every year their front and back yard becomes infested with weeds and starts to grow out of control. This affects the neighbors near them since the weeds spread seeds and grow in our yards. The physical appearance is also a huge issue since they have a huge mound of dirt on top of a black tarp that grows weeds and collects garbage but the neighbors have well maintained yards and gardens. Over the years the neighbor has told us many times that they will finish the yard but so far all they have done is add a front lawn that grows weeds and added a mound of dirt in the back yard. We have filed complaints with the city but they told us all they can do is give them a fine. **Is there anything the Community Association can do to help?**
- Also, 724 Shawnee Drive has a car with a shredded car cover that has been parked for as long as I can remember. Certain other houses on this stretch also show significant deferred maintenance. This is a bit of a slippery slope, but is there any **intervention position from SECA** on matters of this nature?



3. FINANCIAL REPORT

Financial Report not yet available. Brief, exception-based report to be presented at the June 11, 2019 BOD meeting

4. CONSOLIDATED SUBCOMMITTEE REPORTS

4.1 Committee: Membership

Date: June 5, 2019

Committee Chair: Jayne Watson

For: **Information** | Discussion | Action/Decision

TOPIC 1 - MEMBERSHIP CANVASSING STATUS AS OF JUNE 5TH.

- ORIGINAL NUMBER OF ROUTES WAS 61.
- I WAS ABLE TO GET 18 CANVASSERS DOING 25 ROUTES.
- THIS LEFT 36 ROUTES WITH NO ASSIGNED CANVASSERS

AS OF JUNE 5TH, I HAVE NOT HEARD BACK FROM AJAY, PETER OR NORM ROUSSEAU AS TO WHETHER THEY HAVE DONE THEIR ROUTES OR NOT. ALL OTHER PACKAGES HAVE BEEN COMPLETED AND RETURNED TO ME.

I HAVE STARTED MY OWN ROUTE AND SOLD 1 MEMBERSHIP BUT WOULD LIKE TO CONTINUE INTO NEXT WEEK.

TOTAL THUS FAR EQUALS **141 MEMBERSHIPS SOLD** (COMBINATION OF RENEWALS AND NEW ONES) WHICH EQUATES TO **\$ 2,820.00**

RECOMMENDATION FOR BOARD ACTION IF REQUIRED: None

4.2 Committee: Engagement & Special Projects

Date: June 10, 2019

Committee Chair: Lynn Jobe

TOPIC 1 – ESP UPDATES

For: **Information** | Discussion | Action/Decision

1. Engagement

- a. Engagement is increasing which is a positive development. This two way communication is a good sign and over time will lead to more volunteers
- b. We are tacking comments and responses / required next steps.
- c. Comments include:
 - i. bins out of sight
 - ii. mural project feedback
 - iii. request for picnic tables and shade in Evergreen Drive park
 - iv. weed control in green spaces
 - v. good job!

2. Lawn signs

- a. 19 deployed
- b. 2 immediately returned by Peter from his area
- c. June 8 - check up - 3 had disappeared, 2 removed by Lorraine
- d. planning to remove remaining 12 on June 16 weekend
- e. storing them for next spring
 - i. best in April and early May before grass needs to be cut

3. Play Group

- a. Met with **Andrea Lessard** who lives in phase one of Shawnee Park
 - i. beginning to post on FB to engage parents of young children
 - ii. planning survey at Stampede Breakfast to determine needs and preferences
- b. met with **Christina Pickles**, an **outdoor play consultant** to discuss development of plans:
 - i. to create an outdoor play program
 - ii. to build a safe and caring community where parents can let their kids be more independent

4. A Frame Signs

- a. William Moysiuk, a resident, built A frames for us
- b. These were cheaper than the new ones we were going to order from Digital Post
- c. Lorraine painted them
- d. We'll use them at Stamped Breakfast for the first time.

5. Stampede Breakfast

- a. Lorraine and Lynn are working on sign messages
 - i. check-in info

APPENDIX "A"

- ii. what's at the event
- iii. supporter acknowledgement
- iv. Play Group - survey for parents
- v. AGM - invitation and seeking volunteers
- vi. Connecting with SECA - FB and e-newsletter

6. Neighbour Nights

- a. only 5 people attended in May so we'll suspend these and start back up in the fall.
- b. Peter - please add this info to the next Chronicle

7. Summer/Fall BBQ options

- a. it appears that Cardel and Graystone don't have the resources, or desire to participate in this kind of event
- b. We don't have a lot of time to plan our own event
- c. in lieu of a summer event for SECA, we can advertise a DSWCN family event to be held in CECA park
 - i. in September - date TBC
 - ii. field beside Marshall Spring School in Evergreen.
 - iii. with food trucks etc and Calgary Minor Soccer Association fun day
 - iv. Soccer related activities for U5, U7, U9 and U13+
 - v. also family skills games
 - vi. we can build out from there

RECOMMENDATION: Promote DSWCN event in September at a CMSA + food truck event to be held near (where?)

TOPIC 2 – ZOO TICKETS

For: Information | Discussion | Action/Decision

1. **4 zoo tickets** have been offered by Jason Kenney's office
 - a. 2 adult + 2 child = \$100 value
 - b. How should we use these?
 - i. Fundraising draw for the tickets at the Stampede Breakfast? (toonie / ticket?)
 - ii. How could we incentivize membership as well?

RECOMMENDATION: run a simple lottery at the Stampede Breakfast as a fundraiser (1 ticket for a loonie or 5 tickets for \$4 – or similar)

APPENDIX "A"

- Make tickets
- Sell tickets & run draw

TOPIC 3 – AGM

For: Information | Discussion | Action/Decision

1. AGM suggestions

- c. Suggest: a guest speaker, pizza and child care
- d. Guest speaker could be:
 - 1. the play consultant or
 - 2. city officials with North Hills representative to speak about their experience with the mural project
 - 3. other – to be discussed

RECOMMENDATION: Approve a Guest speaker, expense for pizza and child care for AGM in September.

No pre-read information was submitted for the following:

- Development Report
- Cardel Report
- Trico Report
- DSWCN report
- Easter Egg Hunt event debrief & Financial Report

APPENDIX "B"



TREASURER'S REPORT

	<u>REPORT DATE:</u>	<u>2019-06-11</u>	<u>2019-05-14</u>	<u>CHANGE</u>
<u>Assets:</u>				
Cash	\$	3,158	\$ 1,198	\$ 1,960
BMO Chequing	\$	5,983	\$ 5,322	\$ 661
Casino Chequing	\$	125,725	\$ 128,965	\$ (3,240)
PayPal	\$	19	\$ 76	\$ (57)
Accounts Receivable	\$	50	\$ -	\$ 50
BMO Mutual Fund	\$	11,123	\$ 11,116	\$ 7
Assets:	\$	<u>146,058</u>	\$ <u>146,677</u>	\$ <u>(619)</u>
<u>Liabilities:</u>				
Playground Fund	\$	(125,460)	\$ (131,940)	\$ 6,480
Accounts Payable	\$	(4,363)	\$ (788)	\$ (3,575)
Liabilities:	\$	<u>(129,824)</u>	\$ <u>(132,728)</u>	\$ <u>2,904</u>
Funds Available	\$	<u>16,234</u>	\$ <u>13,949</u>	\$ <u>2,285</u>
<u>2019 Memberships YTD:</u>				
Regular		250	109	- 141
Associate		2	2	-
Total	\$	<u>252</u>	\$ <u>111</u>	- <u>141</u>
<u>2018 Memberships Final:</u>				
Regular		212	211	- 1
Associate		3	3	-
Total	\$	<u>215</u>	\$ <u>214</u>	- <u>1</u>
<u>2017 Memberships Final:</u>				
Regular		228		
Associate		7		
Total		<u>235</u>		
<u>2016 Memberships Final:</u>				
Regular		239		
Associate		5		
Total		<u>244</u>		
<u>Funds Available Change:</u>				
Membership fees	\$	2,660		
Interest	\$	7		
Total income	\$	<u>2,667</u>		
Program Equipment (Popup tents)				
Stampede Breakfast (Pancake mix)	\$	(130)		
Advertising (Flea Market)	\$	(25)		
Advertising (POGS)	\$	(189)		
Web site	\$	(5)		
Miscellaneous (stamps etc.)	\$	(12)		
Bank Charges	\$	(22)		
Total expenditures	\$	<u>(383)</u>		
Net change	\$	<u>2,284</u>		