

WSCR CA Monthly Board Meeting
April 5, 2011 at 1900 hrs
West Springs Calgary CO-OP

Directors in attendance: Lars Lehmann, Sandra Dragich, Wayne Kubasek, Kevin MacDonald, Trish Cardell-Robertson, Sheldon Ibach, Chris Tattrie, Don MacLeod & Dionne Batchelor. Late arrivals Carrie Smith, Cara Griffeth & Don Nicholson

Regrets: Tom Malyszko,

Guests present: Mario Forcinito. Late arrival: Alana Delong MLA Calgary West

City of Calgary Community Recreation Coordinator: John Merrimann absent

Call to order:

Meeting called to order by Lars Lehmann at 1910.

Approval of Agenda & Minutes from Last meeting:

The WSCR agenda for the meeting was adopted. Minutes from last meeting motion made by Lars and seconded by Sandra and carried.

Agenda/Presidents Report:

Agenda: No new items to add to the agenda.

Presidents Report: Lars

- Special General Meeting was held on March 29, 2011 to recall and replace existing bylaws of the West Springs Cougar Ridge Community Association. 133 votes cast in favour for the new Bylaws and Objects. The new Bylaws and Objects have been sent to the Corporate Registries for approval.
- Community Clean-up Saturday June 18, 2011 from 10am-2pm at West Springs Free Methodist Church, 742-85th Street SW.
- Awaiting supporting documents to complete CFEP application. The CFEP grant will be used to help Winsport build new facilities at the top of the hill which will have dedicated space/storage/facility use for WSCR CA. Apex would provide the funds to WSCR CA on the condition WSCR CA will apply for matching monies from CFEP for 2011 and 2012. Our assumption is that Winsport will own the land and building, the advantage to the community will be an allocation of space and an opportunity to partner on more community programs. More discussion needed at the Board level.

Agenda Item

Treasures Report: Dionne

- WSCR CA Financial statement from April 1, 2010-March 31, 2011 submitted to Board Members for review. 2011 Total Assets: \$154, 995.83 for 2010: \$85, 858 increase in assets this year due to casino funds, next casino Q1 2012 therefore changes in assets will vary year to year. Total income 2011: \$126, 063.08, 2010: \$42, 393. Net Income 2011: \$69, 137.41, 2010: \$11, 808. Dionne will add to spreadsheet a breakdown of sponsorship monies.
- 2011-2012 budget distributed for review and the Board will vote on the fiscal 2011 budget at the next Board meeting.

Agenda Item

Development Report: Wayne et al

- The Bri-Mor West Grove Phase 3 parcel, redesigned to eliminate the proposed acquisition of 6m of 10th Ave ROW fronting their property, was approved by CPC on March 31st. Next step will be a public hearing of Council circa June 13th.
- We met with the developer's representative to review a proposed R1 development on the SE corner of 77th St and 10th Ave. While the 12 unit bare land condominium (detached home) proposal for the southern half of the parcel looks reasonable, there are issues with the 4 R1 lots proposed on the northern half of the proposal. Further discussion will be necessary.
- WSCR CA, along with a handful of chosen community associations has been asked to join a Development Planning Process pilot program conducted by the City of Calgary.

Agenda Item

Social/Sports Report: Sheldon

- Soccer registration has started and is 2/3 full approximately 500 kids enrolled.

Agenda Item

Park and Play Day Camp: Cara

- Park and Play will be held at the Calgary French School August 8-12, 2011. The agreement has been signed with the City. Advertising is the next step.
- Signage placement discussed for advertising at last meeting. One sign to be set up on 85th Street SW just past Bow Trail and on Old Banff Coach Road SW before West Springs Farm.
- Advertising to start in May, announce Play and Park at Stampede Breakfast also check with local schools to see if can be posted on their websites and included in school newsletters.

Agenda Item

Fundraising & Sponsorship: Kevin

Stampede Breakfast, Sponsorship & Systems Strategy

Stampede Breakfast

- Stampede breakfast participants meeting held this month. Fourteen merchants have signed up and will be contributing \$322.97 each. Fergus and Bix providing 9 staff to do the cooking. 30-40 volunteers are needed to help with set up, post breakfast clean-up, cashier, garbage collection, clearing/washing tables and WSCR CA info booth. Volunteers will be identified by green aprons with the WSCR logo on it.
- Entertainment includes Band, bull rider, calf roper, square dancing demo, bouncy house and face painting.
- Budgeting for a minimum income due to last year of \$4000.00 planning in place to double the number of breakfasts served to 1600 if weather prevails.

Sponsorship

- Need to purchase at three large chloroplast signs (4'X8') listing the sponsors with their logos, (for display at our venues), estimated total cost \$400.00 Digital Post will have a quote for Kevin next week. These are in 2011 budget
- Need to purchase WSCR CA registration/information booth signage to be used at events and AGM estimated cost \$135.00. These are in 2011 budget.
- Need to purchase sponsors door decals same as last year \$150.00 these are in 2011 budget.
- Need to locate the WSCRCA collapsible tent- Lars has the tent.
- Fergus and Bix will donate fifty cents from every glass of beer sold for the next three months to go towards WSCR CA Community Clean-up which equates to approximately \$1100.00.
- Commenced new sponsorship recognition plan by placing an article in the "West Springs News". The April edition features Butch Caston from ATB , a WSCRCA supporter for five years.
- Follow up on first mail out is still underway.

Systems

- All input has been received with feedback to all departments. Substantial analysis has been undertaken as well as research into packages existing and well used by associations, sports, non-profits and related testimonials.
- Excellent support from all departments as well Chris and Kevin had a very productive meeting with Rudy Boonstra who will help us with the selection.
- There is no appetite or desire to develop our own system rather go with what is already out on the market and works.

There are some short, medium and long term objectives.

- Short term. Keep mass email methodology which is working well until the end of the contract and prove we can deliver results.

Stampede Breakfast, Sponsorship & Systems Strategy Continued

- Since none of the suppliers we have looked at have an accounting package to meet our needs recommend WSCRCA treasurer purchase “Quicken” or similar product to do our accounting. Also AGLC have some very stringent accounting requirements which require compliance. A proper accounting software package will tie into electronic banking, sports registration, membership registration, consistent reports; provide history and ease of transition. Cost \$120.00
- Medium term (defined as by May 30), the committee recommends looking at two suppliers Wild Apricot and new IT sports proposal and possibly another company working with Strathcona. We are looking for ease of use especially soccer registration and payment, meet the musts of our departments and fulfill as many of our wants, tie in to our accounting, cost efficient and have as little volunteer time dedicated to its operation. Make a recommendation at the June meeting to proceed with the selected supplier. Move from Gift Tool to PayPal
- Long term (defined as September 2011) begin switching over and have a functioning system ready for December 2011.

Agenda Item

Membership Report: Carrie

- E-mails sent out to past Members and new Members were opened-are spam blockers stopping them?
- Gift-tool does not utilize e-mail address verification which would cut down on spam.

Agenda Item

Community Clean up: Don

- WSCR Annual Home Owners Clean-up Event planned for June 18, 2011 from 10AM-2 PM at the West Springs Free Methodist Church. Clean- up event only this year, no food drive.
- E-Cycle, Shredder and City of Calgary confirmed.
- Will need large community map to organize clean-up your park areas.
- Two teams of 10 volunteers needed. Don is making a shift schedule out for volunteers and will check with Pastor Alex to see how many volunteers he has. Mario will ask his street for volunteers as well. Free Membership for those who volunteer to assist with the clean-up day.
- Small budget of \$600.00 needed. Motion made by Don M for the board to approve the \$600.00 budget for the 2011 Community Clean-up, seconded by Don N. Board all in favor, motion carried.

Agenda Item

Newsletter & Communication: Chris

- Signage has been ordered for the Community clean-up. Next sign order will be for the AGM, just waiting to hear if revised Bylaws have been approved by the registry then a date for the AGM can be firmed up.
- Need some type of strategy for equipment and asset inventory (tent, soccer equipment etc.).
- Newsletter article submission deadline is May 6, 2011 for June 11, 2011 issue.
- Please remember to submit articles on time for newsletter.

Agenda Item

New Business: Wayne

- Memberships are currently on a 12 month rolling forward system, i.e. a membership purchased March 1, 2010 would expire on Feb 28, 2011. Under our new Bylaws Memberships will expire on the last day of a calendar year. To bridge the gap to a calendar based membership system, it was proposed that all memberships purchased April 1, 2010 or later be grandfathered to expire on December 31, 2011. Motion by Wayne and seconded by Carrie, Board all in favour, motion carried.
- AGM date discussed and will be June 21, 2011 this is to allow for enough time for auditors. Two auditors who are not relatives of Board Members needed to audit the WSCR CA Financials. Dionne will look for two auditors and ask them to review the books and attend the AGM.
- Wayne discussed forming a standing nominating committee for Members to voting by proxy for Directors. Tabled for discussion at next meeting.

Motion to adjourn the meeting by Lars, seconded by Kevin none opposed, motion carried.
Meeting adjourned at 2045.

Next meeting May 4, 2011 1900 Calgary Co-op upstairs in the community room.

Signed by:

President _____ on _____

Secretary _____ on _____