

Willowgrove University Heights Community Association



Minutes

Date: **October 15, 2014**

Location: **Room 146, Centennial Collegiate**

Members in Attendance			
Name	Present	Name	Present
Marieke Knight (COS Rep)	X	Michalina Wiatr	
Glenda Clezy	X	Vanessa Becker	
Malvina Rapko	X	Debbie Dawe	
Andrea Landell	X	Natalie Benoit	X
Luc Gauthier	X	Stephanie Hnatiw	
Heather Hollman		Stacey Waters	X
Dani Schwab	X	Neil Harmon	
Kristin Potter		Cassandra Williamson	X
Erica Verity-Osicki		Corrine Casavant	
Melissa Glab		Tanis Robertson	X
Tamarra Larre		Stephanie Hnatiw	
Connie Tenaski		Kenelm Grismer	X
Zach Jeffries	X		

Minutes:

1. Call to Order @ 7:36 pm
2. Motion to Adopt Previous Meeting Minutes (Cassandra 1st, Luc 2nd) carried
3. Motion to Adopt Agenda (Kenelm 1st, Dani 2nd) carried
4. President's Report
 1. Criminal record checks for volunteers, will discuss with correspondence.

5. Correspondence
 1. Criminal record checks for volunteers
 1. Marieke reported that one other community association is asking for them only when instructors are one-on-one with participants.
 2. Marieke to send forms and/or paperwork on criminal record checks for all to review for next meeting
 2. Provincial Initiative Grant
 3. Community & Volunteer Appreciation Headquarters Tour & Dinner
 4. Graffiti in playground – police report filed, it was cleaned up within 48 hours
 1. Glenda to send information to Stacey to post on website and Facebook on reporting graffiti and Help Line.
 2. Graffiti reporting hotline number was incorrect last meeting. Phone number is 975-2828
6. City Councilor Report – Zach Jeffries
 1. Traffic
 1. Meeting with Cassandra and Marika
 2. Speed Reduction Pilot Project tentatively scheduled for November. May include communication on how to report speeders, signing, etc.
 3. Full traffic study planned for 2016 – when schools are complete and operational
 4. Final plan for school zone was distributed. To be approved by City soon.
 5. Plan to remove shrubs and trees on Willowgrove Boulevard to improve sight lines
 6. Intersection improvements planned for Central Avenue & Attridge Drive
 7. Interchange planned for College Drive and McOrmond Drive.
 1. All plans are on City website, funding dependent on budget
 8. Call for neighborhood safety sign ideas, reminder to slow down.
 2. Other - Transit strike, composting, leisure guide registration, northeast leisure center.
7. Treasurer's Report – Luc Gauthier
 1. Bank Balance as of end of September 2104 \$42,491
 2. Motion to approve payment to
 1. Fast print for \$893.03, 4 invoices
 2. Treasurer \$32.26 for stamps and envelopes
 3. (Luc 1st, Cassandra 2nd)
 3. Opened 2nd bank account for rink fundraising, long term savings account
 1. 2 cheques – Point Optical, Brad Trost
 4. Form from bank – validating US/Non-US status
8. Community Consultant Report – Marieke Knight
 1. Community Development, interest from a potential volunteer. Malvina to contact
 2. Sport and Splash Camps for age 7-9 offered on school days off
 3. NotifyNOW
 4. Saskatchewan Lotteries Community Grant. Marieke is available to help review grant applications.

5. Upcoming workshops:
 1. President's and Vice-President's - November 13
 2. Social Media Workshop - November 24
 3. Treasurers Workshop - November 27
 4. Rink Coordinator Workshop December 13
 5. Saskatchewan Lotteries Community Grant Workshop – November 24
6. Re-opened survey
7. Governance Handbook
8. City developing a new volunteer handbook
9. Online Program Registration:
 1. Silverwood Heights has online registration that they have sold to other community associations.
 2. Others – i.e. through PayPal

9. Task Force Leader reports

1. Vice President Report – Malvina Rapko
 1. No report
2. Program Coordinator Report – Kristin Potter/Dani Schwab
 1. Had no show dance instructor, have found replacement
 2. Erica and Tamara are going to work on online soccer registration
3. Social Coordinator Report- Cassandra Williamson & Lisa
 1. Will send detailed report about fun day in park
 1. Under budget
 2. Co-host with Baydo Developments – agreed to jointly share on costs
 1. Follow-up with sponsorship and half of porta-potty rental and lost hotdog revenues required
 2. Will submit invoices and final report for grant from the City
 3. Ice cream, coffee/hot chocolate donations
 2. Call for photos that include sponsorship banners
 3. Motion that cost of Boryski's BBQ rental of \$236.25 be deducted from proceeds of BBQ (Cassandra 1st, Luc 2nd)
4. Membership Coordinator Report – Tanis Robertson
 1. Updated list has 97 membership, 47 are new this year
5. Communications Coordinator Report - Stacey Waters
 1. 29 supporting local businesses
 1. Have stickers for supporting businesses to display. Some businesses will offer discounts with valid membership.
 2. Correspondence via Facebook – home based business advertising on website. Person was disappointed in the ability for home based businesses to advertise. May start a directory.
 3. Silverspring web developer contacted Stacey to get information regarding our website

6. Soccer Coordinator/Ball Coordinator Report

1. Prepare handout for soccer and ball by December 1.

10. New Business

1. Discussion - Does community have a say in what kind of businesses open in community.

11.Meeting adjourned @ 9:46