

Willowgrove University Heights Community Association Minutes



Date: **May 14, 2018**

Location: **Willowgrove School Library (LRC)**

Members in Attendance			
Name	Present	Name	Present
Karen Farmer (COS)	X	Jennifer Oleksyn	X
Glenda Clezy		Angela Hyra	X
Malvina Rapko	X	Jason Hosain	
Heather Desjardins		Stacey Waters	X
Bryan Dekelver		Lionel Tootoosis	
Bill Johnson	X	Siobhan O'Connor	X by phone
Dana Begg	X	Vijay Tumber	
Amees Joshi	X	Kenelm Grismer	
Chrissie Gutmann		Shalla Shular	
Catherine Delaney	X		

1. Call to Order @ 7:35 pm.
2. Motion to adopt minutes for April with date change to 2018 (Angela 1st, Catherine 2nd), carried
3. Motion to adopt agenda as written (Bill 1st, Angela 2nd), carried
4. City Councillor report – Zach Jeffries – not present
5. Community Consultant Report – Karen
 - a. Karen sent out a report by email and brought copies
 - b. City newsletter workshop May 31
 - c. BBQ at forestry farm-see report 10am-2pm
 - d. Pot hole # to call, hazardous waste days
 - e. Community profile information
 - f. Handed out rink plans
 - g. Willowgrove playground ready to go ahead
 - h. Drainage to be fixed to prevent woodchips flooding from school run-off
6. Treasurer's report – Bill
 - a. Jenn cheque from WG school \$1000
 - b. Stacey Waters-FB advertising: \$32 for 1 week Hockey tournament-need to email Bill receipt

- c. April 1, 2018 opening balance – \$42,618.66 plus GIC - \$50,000.
- d. April 30, 2018 ending balance- \$39,851.30
- e. Ball fees were \$2400
- f. Pay pal account transfer in- \$27,775.00
- g. Approximate balance \$65, 226 - expenses
- h. Working Capital approximately \$60,000
- i. June 30 is year end
- j. Motion that the following expenses be approved (Bill 1st, Siobhan 2nd), carried:
 - i. Glen Durr \$500 Ballroom Instructor
 - ii. Colin Chatfield \$500 Photography Instructor
 - iii. Nathan Sags Ball refund \$60
 - iv. Jillian Dyk \$440 Dance Instructor
 - v. Amrita Tumbra \$520 Bhangra Instructor
 - vi. Cassandra Williamson \$15? Duplicate membership charge
 - vii. Stacey Waters \$30 Facebook advertising for Hockey Tournament
 - viii. Erin Gagne \$400 Instructor

7. President's report – Malvina-No report.

8. Correspondence – Malvina-None.

9. Task Force Leader reports

- a. Vice president – Chrissie - No new update.
- b. Program coordinators – Ameer / Dana
 - i. Meeting with Karen from city. AGMs to be coordinated so that no one skips lines by attending earlier AGMs. Wed Sept 5, 2018 is AGM & Registration online goes live at the same time across the city and stays open for one week. Priority access to the registration will still be given to those who volunteer for board positions.
 - ii. Concerns regarding shutting off ability to register for programs where no volunteers are secured.
 - iii. Benefits of volunteering to be used to bring interest to volunteering.
 - iv. Jennifer suggests sharing cost of signs for AGMs with other CAs and the volunteering initiative.
 - v. Karen to look into cost of getting our own sign instead of renting magnet signs for next meeting.
 - vi. School newsletter post about available positions and AGM information.
 - 1. Secretary, treasurer, membership, indoor coordinator child/adult, social, VP, membership, basketball.
 - vii. Suggestion to use program sign up/membership emails to reach out to those who sign up for programs and children's program.
- c. Soccer Coordinators – Heather / Vijay- Not present
- d. Softball Coordinator – Shalla- Not present
- e. Basketball Coordinator – Bill - No new update.
- f. Social Coordinator – Angela
 - i. Earth Day (Stacey): Did not happen this year due to lack of available volunteers.
 - ii. Garage Sale report: Email attachment
 - iii. Hockey Tournament and Dance
 - 1. No hockey tournament due to lack of registration and lack of volunteers.
- g. Membership Coordinator – Catherine

- i. Would like to confirm access to the on line registration system. Discussion/decision not to pursue the membership payments for individuals who may not have paid to advertise in Garage sale this year. Lack of coordination between online registration and membership list as barrier.
- h. Communications / Media Coordinator - Lionel / Stacey
 - i. Garage sale – See report
- i. Equipment Coordinators – Kenelm – Not present.
- j. Rink Coordinator – Jennifer
 - i. Discussion around Humbolt Broncos related possible donation.
 - ii. Rink likely waiting until next year.
 - iii. Discussion around concrete as base for rink. City does not give money to repair hard surface. School hard surface is available to use for sports.
 - iv. **Motion:** The board is not comfortable accepting the future liability of a concrete base for the community rink. Motion: Bill; Second: Sioban.
 - v. Need insurance: Angela & Bill discussion regarding \$5 million liability for alcohol service if dance is still held and alcohol is served.
 - vi. Fun day back on for September original date Sunday the 9th.
 - vii. Sponsorship package discussion, delays in finalizing package.
- k. Booking Coordinator – Bryan – Not present.
- l. Traffic Coordinator – Siobhan – Not present.
- m. School Liaisons
 - i. Holy Family (Jennifer) – None.
 - ii. Mother Theresa (Angela) – None.
 - iii. Willowgrove (Heather) – Not present.
 - iv. Centennial (Lionel) – Not present.
 - v. Forest Grove (Glenda) – Not present
- n. On line (Jason) – Not present.

10. New Business

- a. Position description: Karen to send email to Stacey for advertising vacant positions on website. Newsletter blurb to be written for school liaisons by Stacey/Jenn.

11. Meeting adjourned @ 9:05pm (Stacey)

Next Meeting: June 18, 2018 potluck WUHCA in Willowgrove Square