

Willowgrove University Heights Community Association Minutes



Date: **November 20, 2017**

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	X	Stacey Waters	X
Bryan Dekelver		Lionel Tootoosis	X
Bill Johnson	X	Siobhan O'Connor	X
Dana Begg		Sun Duggan	
Amee Joshi	X	Kenelm Grismer	
Chrissie Gutmann	X	Shalla Shular	X
Catherine Delaney	X	Vijay Tumber	

1. Call to Order @ 7:46 pm
2. Motion to adopt Previous Meeting Minutes (Siobhan 1st, Jennifer 2nd), carried.
3. Motion to adopt agenda as amended (Siobhan 1st, Jennifer 2nd), carried.
 - Added Rink as new business item (Scott Enbery in attendance)
4. Guest presenters - None
5. City Councillor report – Zach Jeffries - Not present.
6. Community Consultant Report – Karen
 1. Karen provided a written report to the group and thanked the group for the work we do.
 2. Sask Lottery Grant is due January 19th. Contacts provided on the handout.
 3. There is a new on-line system for registering for programs at Saskatoon's Leisure Centres. Even if you already have an account, you need to register again.
 4. Karen has some experience with the Hampton Village rink, including their new rink shack (10X10 heated shack for a water connection – not a warm up shack). The school was not able to provide water for the rink. Karen to touch base with Scott and Jennifer. WUHCA was looking to have a warm up shack which could include space for storage. Karen advised that the more ambitious the plan, the more expensive it will be. City will pay for the water up to the connection shack depending on if it is

on school property. The rink is proposed to be on City property and the City has approved the rink location. City grant of \$7500 is available toward the rink or the shack – apply in the spring. Hampton Village rink cost was \$60,000.

7. Treasurer's report – Bill
 1. Motion that the following expenses be approved (Bill 1st, Siobhan 2nd), carried:
 - a. SMBA - \$7,350.00 (fees)
 - b. Doreen Thiessen - \$50.00 (Program Refund)
 - c. EACCA - \$875.00 (Transfers)
 - d. Dana Begg - \$33.24 (Pickleball)
8. President's report – Malvina
 1. No new update.
9. Correspondence – Malvina
 1. Rosewood Community Association has asked for tips on what to do about rink plans.
 2. Learning Disabilities asked to set up a booth at our winter registration. Malvina will respond and suggest that they set up a booth at different time. Malvina to send this to Jennifer so that the Learning Disabilities can set up a booth during a school event.
 3. Petrofka Orchard has a fundraiser option to sell apples.
10. Task Force Leader reports
 1. Vice president - Chrissie
 - a. No new update.
 2. Program coordinators – Ameer / Dana
 - a. Programs are running smoothly.
 - b. Discuss January registration at December 18 meeting. Looking to confirm there are volunteers able to assist with the January registration, if the in person January registration night is confirmed.
 - c. Nothing new to report for kids programming. This week is the last week for kids programs except for one program. We will be low on kids programs for January because of lack of instructors.
 3. Soccer Coordinators – Heather / Vijay
 - a. No new update.
 4. Softball Coordinator – Shalla
 - a. No new update.
 5. Basketball Coordinator - Bill
 - a. No new update. There are many cancellations.
 6. Social Coordinator - Angela
 - a. Not doing the Winter Carnival due to time and unknowns (eg. status of limos).
 - b. Focus efforts on a dance in March (likely week of March 5-9th). Hope to do this in conjunction with the beginning of the In Motion grant to get people to log in to the competition. Need to confirm the date.
 - c. Family day skate: No concession. Could have hot chocolate by donation with donations going to the rink. TCU has typically donated the rink rental cost. Point Optical to sponsor. Question about how to demonstrate membership – this will be discussed in December.
 - d. Siobhan to assist with planning of social events.
 - e. Stacy suggested a school event – Evergreen did a school Halloween dance. This may be an option to consider going forward. Could conflict with the Fun Day in September so need to be aware of energy required for this work. Also need to consider that we have a lot of schools that we service and there may be competition/other schools that have Halloween events. Jennifer

pointed out that Halloween is popular night for dances. Silverspring has suggested previously partnering with other boards for events. College Park is doing a fun day partnering with others. High school students are required to do volunteering hours which may be an option.

7. Membership Coordinator - Catherine
 - a. No new update.
 8. Communications / Media Coordinator - Lionel / Stacy
 - a. There were complaints about the advertising process. These issues have been addressed.
 - b. Nutana Community Association member contacted Stacy about meeting with other Community Associations to discuss web media.
 9. Equipment Coordinators - Kenelm
 - a. Not present.
 10. Rink Coordinator - None
 - a. Scott attended the meeting. See rink discussion below.
 11. Booking Coordinator - Bryan
 - a. Not present.
 12. Traffic Coordinator – Siobhan
 - a. Complaint received about the property at Muzyka and Patrick. Barriers have been set up to help prevent this. Twice in two weeks the property has been hit. Email to be forwarded to Karen and Zach. Karen to discuss with Infrastructure Services to see what the options might be.
 13. School Liaisons
 - a. Holy Family (Jennifer)
 - i. Considering having a program where the school purchases school supplies for the students. The teachers would provide school lists two months prior to the end of school and the school would provide the supplies. Parents would provide a cheque for the supplies. Could provide the school supplies at the end of the school year or at the beginning of the school year. Would like to start with grade 1 and 2 to ease into it. The program could help with saving costs on things like calculators and dictionaries. Starting this because kids were coming to school without supplies and that teachers are asking for items that are actually findable. Also ensures that the students have the same materials. Staples has a similar program and is comparable for cost.
 - ii. Looking at suppliers for things like school clothing.
 - b. Mother Theresa (Angela) – None.
 - c. Willowgrove (Heather) – None.
 - d. Centennial (Lionel) – None.
 - e. Forest Grove (Glenda) – Not present.
 14. On line (Jason)
 - a. Not present.
11. New Business
- a. Signage – To be discussed at the December meeting. Signage would be used when we have events. Can use the Holy Family when needed – let Jennifer know. Vista Print has options.
 - b. Rink
 - i. Scott attended the meeting. Scott helps with the Erindale rink.
 - ii. WUHCA has about \$110,000 in cash, but cannot contribute all to the rink. Generally, would like to keep one year’s worth of revenue on hand. Can either be aggressive in how much we commit upfront and trust we can fundraise; or can put up seed money to get the project going and fundraise off of that.
 - iii. Karen indicated that Hampton Village just built a connection shack for the water connection which costs \$10,000. Karen to see if we can build a warm up shack in the park. Could include a shack with an addition option later. As long as you have the water source, can build something more later. Hampton’s rink costs \$60,000.

- iv. Erindale rink – has a 20ft trailer for a warm up shack which is brought in every year. Volunteers take turns locking and unlocking the shack. Can book the facility and there are some programs that are booked (eg. learn to skate programs). Electrical and water is in the school. Halogen flood lights on a timer which shut off at 10:30 every night.
- v. If a washroom is built, it would need to be wheelchair accessible. Concerns raised about access, maintenance, vandalism, etc. Karen to send restrictions for size, warm up shack information, etc. Drawings would need to be signed off by the appropriate professional.
- vi. Could look into sharing drawings from other Community Associations. Scott is going to get dimensions from Erindale to make sure the rink is the appropriate size. Erindale rink is the “right” size.
- vii. There is a specific location for the rink but unsure if there is a specific size restriction. We have City approval and do not require school approval because the site is not on the school property. Going to get the information from Karen and determine if we need our own drawings. Water is a critical element. Need to make a decision about the storage shed, warm up shack, etc.
- viii. Malvina indicated that the Community Association needs someone to be in charge of the “Rink” Committee including fundraising. Scott to think about if this is something he is willing to do. An option would be for Jennifer, Scott, Glenda to take this one collectively.
- ix. Design:
 - 1. Concrete base is the best option. Asphalt can heave.
 - 2. Rink boards are a pain to install and repair. 2X10s are the best option - if you have a problem, can replace it easily. Karen to inquire if advertising on the boards is an option.
- x. Malvina will look into Sarc or other community programs to partner with.
- xi. Karen to look into possible timing for trenching a water line.

^{12.} Meeting adjourned @ 9:22pm

Next Meeting: December 18