

Willowgrove University Heights Community Association Minutes



Date: February 13, 2019 7:00pm

Location: Vijay's House

Members in Attendance			
Name	Present	Name	Present
2018-2019 WUHCA BOARD			
Carman C. (President)	X	Yuly R. (VP)	X
Chrissie G. (Secretary)	X	Bonnie T. (Treasurer)	X
Dana W. (Adult Programs)	X	Dayla B. (Youth Programs)	X
Malvina R. (Past President)		Gwen C. (Social)	X
Paul C. (Equipment)	X	Siobhan O. (Traffic)	
Jenn B. / Scott F. (Basketball)		Vijay T. (Soccer / Booking / Centennial Liaison)	X
Jocelyn T. (On Line / Membership)	X	Beverly L. (Social Media)	
Heather D. (Willowgrove Liaison)		Jennifer O. (Rink / Holy Family Liaison)	
Shalla S. (Softball)		Karen F. (CoS)	X
Julian H. (Kindersoccer)	X	Glenda C. (Forest Grove Liaison)	X

1. Call to Order @ 7:10 pm.
2. Motion to adopt minutes (Bonnie 1st, Yuly 2nd), carried.
3. Motion to adopt agenda (Gwen 1st, Dana 2nd), carried.
4. City Councillor report – Zach Jeffries – not present
5. Community Consultant Report – Karen
 - a. Karen handed out a report.
 - b. Volunteer appreciation party at the end of March at the new Gordie Howe complex.
 - c. IT summit to help CAs with website challenges. (Tammy Fitzpatrick from Silverspring is going to redo their front end website – thinking of using Squarespace. Question - is there is an option for the

CAs to have a similar template website to use. Karen indicated that some other CAs might be interested in partnering on this.)

- d. Lots of events next week. Have been telling people that our event is cancelled.
 - e. Grants deadlines are coming up.
 - f. New community garden in the Forestry Farm grounds which will be open to people who live in townhouses, condos, etc in the area. A public meeting in March.
 - g. As most of the committee is new, Karen asked if this group is willing to do a goal setting / strategy meeting? Karen to send out a doodle poll.
6. Treasurer's report – Bonnie
- a. *Motion that the expenses indicated in the Treasurer's Report (attached) be approved (Bonnie 1st, Dayla 2nd), carried.*
 - b. Recommend that Malvina is taken off as signing authority. Bylaw indicates that 3 directors shall be signing authorities which includes the President and Treasurer. *Motion to revoke Malvina's signing authority and giving it to Yuly as Vice President (Vijay 1st, Gwen 2nd, carried).*
7. President Report - Carmen
- a. Position is running smoothly. Receive many emails. Have a great team and I appreciate everything everyone is doing.
 - b. Karen gave Carmen a thank you for her work.
8. Correspondence
- a. SUM Theatre – Carmen to contact them and let everyone know for the next meeting.
9. Task Force Leader reports
- a. Vice president – Nothing to report.
 - b. Program coordinators
 - i. Zumba off to a shaky start because of instructor illness. Some participants have mentioned that the equipment is poor. Dana has been working with Paul to remedy this. Paul has been helpful in cleaning up the equipment room, etc. If any coordinators have questions about the equipment they need, email Paul.
 - ii. Dana was approached about offering ping pong. We could explore this as an option going forward. This would be an expense to get the tables and equipment for this. Storage would be an issue as well.
 - iii. Dayla indicated that the kids programs are running well. Some kids from the Evergreen kids yoga program were given the option to transfer over to Willowgrove because the Evergreen program did not run.
 - iv. One instructor offered the program to other kids - “bring a friend” or “younger siblings”. Group discussed that visitors would only be allowed on the last class. Carmen confirmed from a liability perspective, we would be ok – she has checked with insurance on this.
 - v. Outdoor soccer registration has started. Short from last years numbers but still early. Going to be sending an email to everyone who registered last year. Need to tell people that we need a coach – no one has signed up yet. No more in person registrations – all on line. Registration on March 1. Late registrations if there is space on the teams.
 - vi. SYS wants us to use Goalline. They will not allow registration for Kindersoccer because it is community based. Kindersoccer will need to be on the CA system next year.
 - vii. Vijay to bring coaches names for the honorariums for the soccer coaches. Discussion if the honorariums should be consistent for all coaches for soccer, ball and basketball. *Motion to pay honorarium to pay basketball coaches similar to the soccer coaches equivalent to the child's*

- fee (Vijay 1st, Paul 2nd, carried).* Coordinator is responsible for providing the names and information needed to ensure the appropriate person gets the honorarium.
- viii. Vijay and Shalla won't know how many t-shirts are needed until they have the number of registrants. Need about a month to get the shirts in. Vijay looking for a white shirt to give a variety of colours. Want to make sure we are looking for quotes to make sure we are getting the best price.
- c. Social Coordinator
 - i. Postponing the family fun day because of weather. Schools have been made aware. Tim Horton's had agreed to sponsor with hot chocolate and tim bits – agreed to postpone this to a later date. Discussion of posters in different places around the community. Other advertising options are the school newsletters, magnet signs.
 - ii. Discussion of getting a list of the events per year and determine how many volunteers are needed. Concern about making sure we have enough volunteers for the events.
 - iii. In Motion – Go Out and Play Challenge – Applied for it for the past 3 years. Intended to encourage people to get active. March 1 and March 10 activity logged on line. Need to get the word out to get people to participate. Log your hours every day up to 2 hours per person per family. Group with the most hours logged wins \$10,000. Register here: challenge.saskatchewaninmotion.ca or @SaskatchewanBlueCross Go Out & Play Challenge.
 - 1. March 2 1-4pm for the Skate Day so that we can get some hours and registrants for the challenge. Gwen to contact the schools and Tim Hortons. Carmen has also ordered long johns (donuts) for this event.
 - d. Communications / Media Coordinator
 - i. Once a year we are required to do a newsletter. This is required for the grant from the City.
 - ii. Would like to advertise for someone to assist with social media, etc.
 - iii. \$300 a year to host a website. We own WUHCA.ca and WUHCA.com. Jocelyn to figure out a theme to switch it over to. Karen advised that the Leisure Guide is changing so the website will need to reflect this change.
 - e. Rink Coordinator – Not Present.
 - f. Booking Coordinator
 - i. All done. Released the next set of registration space. Booked into April for the classes.
 - ii. Need to book the soccer fields – booking for all of May and June.
 - g. Membership
 - i. Discussion that need a separate committee to determine the way forward for memberships.
 - ii. Discussion about the dates for the membership – should change to cover one outdoor program and one indoor program.
 - h. Equipment Coordinator
 - i. Met with Connie and she and her staff cleaned up the equipment room (Holy Family storage space). There are some tables being stored in there owned by the school.
 - ii. Shalla to get in touch with Paul about equipment needs for ball.
 - iii. Met with Shane about the Willowgrove storage. He will be talking to Jeff about this further.
 - iv. Paul to follow up with Connie about the ability to label our cabinets.
 - v. Paul working on an equipment inventory.
 - i. Traffic Coordinator
 - i. Carmen has taken over this role.
 - ii. Another accident at Patrick and Muzyka. Transportation has plans to make changes to this area because of the issues at this corner.
 - iii. There was not a decrease in the speed (inconclusive results) where the speed bumps were on Stensrud.
 - iv. Carmen indicated concern about no traffic light at Stensrud and McOrmond,

- v. Send Karen any traffic complaints that you might have and she will forward the complaint to the right person in the City.

j. School Liaisons

- i. Holy Family – Not present
- ii. Mother Theresa – None
- iii. Willowgrove – Not present
- iv. Centennial – Vijay appointed.
- v. Forest Grove – Bingo night coming up.

10. New Business

- a. Blood Drive – Holy Family - February 26th-March 2nd. An information booth will be set up at Holy Family School tomorrow, February 14th with staff from Canadian Blood Services to answer any questions and sign up donors.
- b. Phone numbers for the boards. Please send your phone number for the board listing.
- c. Catherine Delaney was the membership coordinator last year. She had paper memberships. This system did not work last year. Decision not to pursue this going forward.
- d. Need a separate meeting to discuss how to approach payment of instructors and how much we charge for registration.
- e. Volunteer appreciation – Carmen would like to know who is available to go.

11. Future Business

- a. Purchase of magnet signs – Going to use them for the Go Out and Play. Karen to send Carmen information on the magnet signs information. Also need to consider storage.
- b. CRA information – Community income tax program We can hire people in our community that might be interested. Communicate with Carmen for more information.
- c. City of Saskatoon Grants due
- d. Social media and website coordinators positions

12. Meeting adjourned @ 9:43 pm (Paul)

Next meeting March 20 at 7pm at Willowgrove Library.