



## Shaganappi Community Association

2516 14 Avenue SW • Calgary, AB • T3C 3V2

Web: shaganappicommunity.ca

Twitter: @ShaganappiComm

Email: contactus@shaganappicommunity.ca

Hall: 403-246-3535

### Community Association Meeting Minutes

February 4, 2019, 7:00 – 8:15 p.m

Invitee	Role	Attendance
Mike Wilhelm	President	Yes
Phil Ivers	Vice - President	Yes
Zach Bennett	Secretary / Treasurer	Yes
Beatrice Wilhelm	Director	Yes
Phil Michaud	Director	Yes
Michael Grimmink	Director	Yes
Shaundra Carvey	Director	Yes
James Runge	Neighbourhood Partnership Coordinator	Yes
Ron Goodfellow	Development Advisor	Yes
Weston Bronconnier	Westbrook Rep	
Mike Mysak	Eastside Rep	Yes
Jeremy Coates	Westside Rep	
Bill Sweet	Special Projects	Yes
Ramneet Cheema	Main Streets, Development Team Member	Yes
Sharron Winter	Events Coordinator (Temporary)	Yes

**Guest:** Michael Mooney of the Ward 8 office.

#### A. Approval of minutes of the January 7, 2019 meeting.

- a. Forwarded by Bea, Seconded by Phil Ivers, Unanimously Approved

#### B. Acknowledgments

- a. Phil M - Continued support of rink and ongoing maintenance; Tractor Fix, Furnace Fix x 2, Weather Challenges and assessment of new recycling program
- b. Bea, Mike M and Shaundra - Drafting new abuse policy in support of D&O insurance
- c. Bill Sweet - Excellent leadership of a tough residents meeting, and Ron, Ramneet and John van Hemert for supporting us through that meeting. Ramneet and Bill for drafting excellent community letters.
- d. Michael G and Shaundra - Excellent work continuing to piece together a vision for the “Affordable Housing and Engagement” committee (formerly “Social Housing” committee)
- e. Mike R and Zach - Starting review of governance documents
- f. Michael Grimmink & Sharron Winter - Sharron for volunteering and both for helping to move forward the wine night

## C. Business

### a. James - NPC Board Report

- Compliance Report has been completed. Special note highlighting that annual return is due 30 days after incorporation date.
- LOC Boundary is in progress - Anticipate map will be presented at March, 2019 community meeting
- Federation of Calgary Communities. [Upcoming Training Dates:](#)
  - February 9th – PIP: Planning Implementation (Core Course)
  - February 13th – Hall Rentals: What’s Trending
  - February 21st – Internal Controls & Financial Policies
  - February 23rd – Building Safe Communities
  - February 27th – How to Tell Your Success Stories!
- Leading a Jane’s Walk in Calgary – A “How To” Workshop. Hosted March 5, 2019 (6:30-9:00pm) @ Calgary Public Library - BMO (800 3rd St SE)
  - If you’re curious about leading a Jane’s Walk, The Calgary Foundation and The City of Calgary invite you to attend a “how-to” session. You will receive step-by-step instructions on how to bring your ideas and neighbourhood to life through a walking tour. You then may want to offer to design and lead a free walking tour as part of the 2019 Calgary Jane’s Walk festival. But attending this workshop does not commit you to volunteering for the festival. [RSVP Here](#),
- Community Based Art and Beautification Projects Workshop. Hosted March 20, 2019 (7:00-9:00pm) @ Bankview Community Association (2418 17 St SW)
  - Learn about community-based art and beautification projects, and see examples of projects in a neighbourhood. Learn about the types of projects other communities have worked on (ie. murals, utility boxes, flagpole banners), how to implement these initiatives, and sources of funding available. [RSVP Here](#)
- Leader Request
  - To support community help events, the Community Association has an opportunity to request Volunteers Leaders or Equipment from the City. Contact James for further details.
- TD Park People Grants
  - TD Park People Grants will provide \$2000 to help make community events happen in parks like movie nights, harvest festivals and nature walks.
  - If the community association would like to host a Creek Clean-up session, the TD Park People Grant may be a good opportunity to get funding.

### b. Beatrice - Financials

- Operating Account Reconciliation for balance \$31,630.12
- Casino Account Reconciliation for balance \$3,096.80

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**Motion** to pay up to \$4,500 tractor repair bill out of operations recognizing the deviation from the expected budget

- Motion Forwarded by Bea
- Motion Seconded by Shaundra
- Unanimously Approved

Current Casino funds are not sufficient to cover the outstanding tractor repair costs (\$4,231.77) and the next Casino is not until the fall of 2019 and the remaining Casino funds we do have are needed for hall maintenance until next October.

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c. Shaundra - Approval of abuse policy

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Motion to approve overall “Abuse Prevention Protocol”, and extend language of the Abuse Prevention Protocol to include “Vulnerable Persons” in place of or in addition to “Children” where applicable,

- Motion Forwarded by Phil I
- Motion Seconded by Michael G
- Unanimously Approved

Discussion:

James suggested using ‘Vulnerable Population’ instead of ‘children’ across the abuse policy and the Board concurred.

The context of the abuse policy is primarily aimed at community volunteers at community sponsored events, rather than attendees

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d. Phil M - Approval of new recycling program

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Motion to approve a \$131/month garbage, recycling and compost program for the Shaganappi Community Hall to aid in bylaw compliance

- Motion Forwarded by Phil M
- Motion Seconded by Beatrice
- Unanimously Approved

Discussion: Current waste management process placing burden on volunteers to manage compost by taking it home after a hall rental. \$131/Month option identified as least expensive option to the community association. Possibility that fee for community associations will be reduced in the future.

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Motion to approve hall rental fees by up to 20% effective March 1, 2019, as a result of increased maintenance fees and increased value for renters as a result of recent renovations.

- Motion Forwarded by Phil M
- Motion Seconded by Beatrice
- Unanimously Approved

Discussion: Fees for the hall have not been increased for a number of years, and increased maintenance costs are required to cover the new waste collection program.

Newly proposed fee schedule as follows:

Event Type	Length	Current Rate		New Rate	
		Non-Member	Member	Non-Member	Member
Meeting	1 Hour	\$100.00	\$50.00	\$120.00	\$60.00
Gathering	2 - 4 Hours	\$200.00	\$125.00	\$225.00	\$150.00
Party/Evening Event	4+ Hours	\$300.00	\$150.00	\$350.00	\$150.00

*Note: Rates effective as of March 1, 2019 for new rentals*

## **D. Strategic**

- a. Phil I - Relevance of CA to Community - discussion in support of membership drive
  - The Board had a broad discussion involving the relevance to the community of the community association, with consideration to low income membership, its current success in bringing young volunteers to the Board, continued interaction with the school, and the possible implementation of membership discounts in certain circumstances. The concept of broader Mission, Vision and Values statement for events to empower more volunteers and create a sustainable events program was discussed at length.
  - Mike W, suggested that family oriented events are key to building new memberships, and retaining existing memberships.
  - Sharron has suggested to track a volunteer pool, with the intention of encouraging volunteers the opportunity to achieve membership through volunteering.
  - The Board determined that further discussion was warranted prior to roll out of the Affordable Housing and Engagement survey in March and the membership drive in April.

## **E. Committee Updates**

- a. Events
  - Wine Night - Potentially slotted in for April 6, 2019 or April 13, 2019
- b. Affordable Housing and Engagement (Formerly: Social Housing)
  - Currently piecing together a survey for both members and non-members. Consider putting together a community relevance survey
  - Motion to put forward a name change of Committee from “Social Housing” change name of “Affordable Housing and Engagement”
    - Forwarded by Bea
    - Seconded by Phil I
    - Unanimously Approved

Motion to Adjourn @ 8:30