



## Silver Springs Community Association

### Board Meeting

Wednesday June 3, 2019 7:30 pm

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### Minutes

Board Attendees: Cydney Elofson, Karen Bradshaw, Murray Scotton, Kay Wilford, Scott Chomistek, Jennifer Dotchin, Jeremy Gukert, Monique Tambay-Roest, Darcie Todd

Office Attendees: Rita McMillan, Dawn Ellertson, Sherry Gavlin

Guests: Erin Olesen, John Helfrich, J  r  mie Bourqui, Lindsay Bryant

Meeting notes by: Monique Tambay-Roest, Board Secretary

#	Discussion	Accountable	Notes
1	Introductions	Cydney	Meeting called to order by Cydney at 7:36
2	Remarks from the Chair	Cydney	Introduced J��r��mie Bourqui who will be working with Monique on Traffic and Safety and Bowmont) Dawn Ellertson (new staff in the front office, 3 day/ wk, M, W, F) Reminder on Murray's behalf about SSCA Board Habitat build day on June 22
3	Approval of meeting agenda	Cydney	Cydney proposed to move Crowchild Twin Arenas and Crowchild Hockey Association to guest reports Kay moved to approve agenda as amended Karen B. seconded Motion carried
4	Approval and review of Minutes from previous SSCA Board Meeting (May 2019)	All	Jennifer moved to approve as presented Kay seconded Motion carried
5	<b>Guest Reports</b> NPC Report  Crowchild Twin Arenas	Heather  John Helfrich (GM of CTA)	Not in attendance  2018-2019 was the strongest year ever. They completed several capital projects in 2018/2019: new board system for blue arena, parking lot repairs and curbing, new upstairs flooring,

			<p>concrete upgrade in Zamboni room, new LED lighting in facility. In June the ice will be removed from the blue arena for the first time in 17 years, to check the floor underneath. In the worst case, the floor may heave, could cost \$1million to fix and they would close the rink for full season, CFAP would help cover cost. If there are no issues, the ice will be replaced July 8. Jeremy pointed out that all numbers factor in the ice being out (no ice rentals, during slowest 3.5 weeks of the year).</p> <p>Red rink was taken out 9 years ago.</p> <p>An expansion plan to add additional dressing rooms was tabled due to the high cost (approx. \$1.6million, the capital fund is currently sitting at approx. \$1.1million). The budget was approved by the CTA Board of Directors in May. Ice rentals rates increased to \$230/ hr for adults and \$190/ hr for youth to get closer aligned to rates in Triwood, Brentwood, and Hillhurst, but are still the lowest rates in the city. There was a 3% wage increase for the 5 full-time positions. \$5000 in professional fees have been set aside to bring in a consultant to do a wage comparison with city arenas. They are projecting revenue of \$152,400, and move \$100000 to capital fund, for a profit of \$52400. Lifemark accounts for most of the mezzanine rental income, they pay \$7800/month, 3 years of 10-year lease left, the Board anticipates another 5-year extension, contract negotiations will start soon.</p> <p>Question re. wages</p> <p>Concession revenue combined with a \$30/ participant charge covers the wages (\$12000) for full season. The vending machines make most of the money, CTA maybe phasing out the concession.</p> <p>The wage review will occur over the course of the 2019-2020 season, and the suggestions will be put in place for 2020-2021 as the current budget is already approved. The Crowchild Hockey Association (CHA) is allotted 50% of the ice time at the CTA, with figure skating, NW ringette and girls hockey using the remaining prime time between 4:30 – 9:00pm.</p> <p>The Federation has some city wage information, Jeremy or Cydney will contact to get it.</p>
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	Crowchild Hockey Association	Lindsay Bryant	<p>The CHA runs in conjunction with the NW Warrior (Westwood) program. Both boards did budget together. CHA decided not to raise fees for 2019-2020 but are posting Westwood HA fee. Everyone pays the Westwood fee and families living in Silver Springs, Scenic Acres, or Varsity will get a reimbursement. The credit card company promised they will not charge CHA for refunds</p> <p>Novice (Hockey Canada) now play 2 teams on half a sheet of ice, had to buy double the goalie equipment and new nets (smaller), half budgeted for last year, half for 2019-2020.</p> <p>Ice was tight due to booking issue, evaluators were putting fewer children on a team than had budgeted for, only 1 team met the goals. Lindsay now sits in on formation meetings, to ensure numbers match (i.e. if budgeted for 18 players, that 18 are on team vs. 15). CTA allows prime ice based on number of kids from the 3 communities registered, same with Triwood, Brentwood and Hillhurst. CTA prime ice, and then Hillhurst, and then the other two (equalize the ice between CTA and Hillhurst) but use CTA due to being cheaper.</p> <p>No print outs were available of the budget, the Board will vote on the budget via email. Monique will email the budget documents to the Board and forward all questions to Lindsay by Sunday (June 9) prior to the vote.</p>
6	<b>Financial Reports</b> May 2019 internal F/S	Scott	<p>Rentals going well for summer, wage expenses up a little, due to getting pool up and running. Net income of \$43445 vs. projected income of \$29000.</p> <p>Preschool registration continues to go well.</p> <p>Casino funds at \$104000.</p> <p>Available cash is sitting at \$59000.</p> <p>Scott moved to approve the May 2019 financial statements as presented.</p> <p>Murray seconded</p> <p>Motion carried</p>

7	<b>Operations Reports</b> Office Report	Sherry	<p>Swim Lesson registration opened on the weekend. We have about 200 registered so far, which is a good amount. I believe lesson capacity is around 500.</p> <p>Private Pool bookings started on Monday and we have had a nice response. Besides individual bookings we have a Masters Club booking one hour all Mondays and Wednesdays in July and August. We will offer Deep Water Workout on Tues/Thursday evenings for the summer.</p> <p>BBQ, July 15<sup>th</sup>. We have a live entertainment, a of couple bouncy items booked, bubble soccer balls, airbrush tattoos, balloon artist. Burgers and hot dogs are ordered. We are hoping for a hot, sunny day! We are in need of a few more volunteers. We've got some great sponsors lined up and look forward to working with them.</p> <p>I've emailed the TD bank about adding Monique on as a signing authority. Have not heard back yet.</p>
		Rita	<p>Former Bears Den restaurant being redone, they rented the kitchen for 2 weeks, \$2400 income. Pool staff started after the May long weekend. There were 4 hairline cracks in the pool, with a little seepage, Benchmark was brought in to fix. Rita will request a Manager report with everything needing to be done (checklist) for 2020 at the end of the 2019 season. If the cracks are not dealt with (due to the ground spring) in the fall, it could cost \$10000 annually to fix. Rita asking for full evaluation and study on 2019 season costs. To be discussed once have full report.</p>
	Preschool Report	PSAC: Erin Olesen	<p>The preschool lost a few registrants in 3 yr. pm, there are now have 5 openings (one more than May), but this often happens, the program then fills up in Sept. once kids are toilet trained.</p> <p>3yrs.: went to Butterfield Acres June 4, have bike day June 6, Teddy bear picnic on 13<sup>th</sup> and Father's Day BBQ. Prepping for end of school year, magician on 18<sup>th</sup>, face painting on 20<sup>th</sup> (last day).</p>

			<p>4rs: Mad science bug presentation in May was very popular, they will continue it next year.</p> <p>Bike day on June 4</p> <p>Last music session with Ms. Tun-ah Friday, prepping for graduation. They have rodeo day, crazy hair day and graduation in June.</p> <p>Spring fundraising numbers in, \$5600 raised for the preschool, up vs. \$4006 from 2018.</p> <p>One TA stepping down, and they are staffing an additional person for the full day program, as they are adding more kids to the program. Deb and Scott working on budget with PSAC, they will probably run a deficit in 2019-2020 but break even or bringing in extra for 2020-2021.</p> <p>Erin will continue as co-chair for next year.</p>
8	<b>Committee Reports</b> Executive Committee update	Cydney	<p>Discussed CTA financials and preschool budget (see above)</p> <p>Developed 4 communication goals to give direction to the Communications committee (will be covered by Darcie / Jenn).</p> <p>Executive Roles: discussed having Jérémie Bourqui help Monique with Transportation and Safety role due to the increased time demands of the secretarial role.</p> <p>The Executive will meet one more time before summer</p>
9	<b>Association Initiatives</b> <ul style="list-style-type: none"> <li>a) Social Media</li> <li>b) Membership</li> <li>c) Communications Strategy</li> </ul>	Darcie Karen B. Stephanie	<p>All social media accounts are now transferred from Stephanie to Darcie. The Executive Committee developed the following priorities/ goals for the Communications Committee (Jenn, Darcie, Stephanie, and Karen B.): 1) raising profile of Silver Springs as a desirable community, 2) promoting the high-quality programs and events 3) recruiting volunteers 4) promoting safety to community residents.</p> <p>Starting with maintaining current social media and communications strategy so that followers are not lost, have gained a few followers, haven't lost anyone. They will focus on improvements for coming years, such as creating tools and processes, create manual for future board members. Committee will create calendar of events to allow the Board to be proactive. They will be proposing a brand refresh and creating a style guide (new logo and using to support goal</p>

			<p>of elevating profile). The Board can tap into UofC and MRU students, Darcie can direct. Stephanie and Darcie will work on a shared calendar of events, looking for some money (square space, to help with website management, is approximately \$250/ yr. and there is a minimal cost for additional emails).</p> <p>There was a question as to whether or not Square Space would have capacity to host preschool as already on SSCA weebly, Darcie suggested creating a second, separate page for the preschool.</p>
	<p><b>Community Initiatives</b></p> <p>a) Seniors Engagement</p>	Kay	<p>June 1 - 8 is Seniors Week, there are a lot of free admissions to various programs and activities. Seniors golf had such a positive response that all positions filled with huge waiting list. Yoga in the park starts June 18 Link on website ASAP.</p>
	b) Seniors Housing	Karen K.	<p>Karen was not in attendance, sent the following up date:</p> <p>Following the discussion in May, Karen asked Garrett Wohlberg and Michael Carnegie about the possibility of looking at other land options for the seniors housing. There are no other land options in Silver Springs available, they are looking into expanding the land to above 3 acres. It needs to be determined if the land has the sanitary, water, and storm capacity required.</p>
	c) Community Safety	Monique	<p>City did community drive through in early May, the report has not forwarded to Monique yet. Monique was unable to attend the drive through and will contact the counsellor's office regarding not being able to participate.</p> <p>Scooter rack arriving this weekend</p>
	<p><b>Facilities</b></p> <p>a) Development/approvals</p>	Murray	<p>Murray: 1 request re. existing sheds in place want a relaxation. Office contacted about concrete sign at Silver Grove Way, sign saying Silver Grove estates, wants to rebuild fence but doesn't want it in it. Murray will look into (on their land or required in their title)</p> <p>Jeremy: met with architect, will have drawings in next couple of weeks to submit</p>

	<ul style="list-style-type: none"> <li>b) Facility and Rinks</li> <li>c) Outdoor pool</li> </ul>	Jeremy Cydney	<p>Just got contract from COSPA and will report back in Sept.</p> <p>See report from June, did complete safety protocol, shared with everyone at orientation</p>
	<p><b>Community Spaces</b></p> <ul style="list-style-type: none"> <li>a) Bowmont</li> <li>b) BGSS</li> </ul>	Monique June	<p>Kay: classes (schools) coming to gardens St. Sylvester, 4-yr preschool, as some classes from SS School indicated interest</p> <p>Last speaker session June 18, tree care, pruning, tree selection . Lisa Sullivan (owner Sullivan tree service will be speaking) Shed: still waiting for landscape architect design, then will be able to apply for grant</p>
	<ul style="list-style-type: none"> <li>c) Edible Garden</li> </ul>	Kay	<p>Not in attendance</p> <p>Cal minor soccer association contacted NW soccer meet with Keenan, no advantage to NW soccer joining CMSA (trying to join all, may have to eventually do) may filter down from AB Soccer.</p>
	<ul style="list-style-type: none"> <li>d) Playgrounds</li> </ul>	Darren	<p>Softball, no update</p> <p>Wrapped up end of April</p>
	<p><b>Affiliates</b></p> <ul style="list-style-type: none"> <li>a) Norwest Soccer</li> </ul>	Murray	<p>John Helfrich (CTA) se</p>
	<ul style="list-style-type: none"> <li>b) West Valley Softball</li> <li>c) Guides/Scouts</li> </ul>	Murray Scott	<p>Lyndsay Bryant 7:45 – 8:00</p> <p>President CHA gave update on new boundaries, CHA is going to get broken up, the way hockey calgary wants to make all areas conform to 1000 player benchmark CHA at about 850, potentially losing Brentwood out of CHA and getting Crowfoot (YMCA) added. Would lose potentially NW Warriors and have to join with another organization. CHA joined a lawsuit going after Calgary Hockey saying they (Cal. Hockey) don't have that jurisdiction. Calgary Hockey trying to</p>

	d) Crowchild Twin Arenas e) f) Crowchild Hockey Association	Jeremy  Darren	make things fairer (i.e. re. numbers and sheets) suggested absorbing kids from Bow River hockey to try even up numbers but Bow River chose to have earlier times but keep numbers higher (1400) due to money.
10	<b>New Business</b>		
11	<b>Next Board Meeting:</b> Wednesday Sept. 4 2019 7:30pm  <b>Adjourn</b>	Cydney	Will be voting over next few days. On CHA Kay and Murray adjourned at 9:39 68 people doing garage sales (up from last year) have 7 board members signed up, need 12 people. Monday am spaces will open up to community. Habitat provides all PPE (personal protective equipment) wear pants,
12	<b>Roundtable</b>	All	Nothing

*Time = 118 minutes*