



Silver Springs Community Association
Board Meeting
Wednesday December 4, 2019 7:30 pm

Present: Darren Bourget, Cydney Elofson, Karen Bradshaw, June Bergman, Karen Kirnbauer, Kay Wilford, Scott Chomistek, Jeremy Gukert, Monique Tambay-Roest

Office Staff: Rita McMillan, Sherry Gavlin

Guests: Jeremy Bourqui, Heather MacKay, Brigitta Diehl

Minutes

Notes taken by: Monique Tambay-Roest

Discussion	Accountable	Notes
Introductions	Cydney	Meeting was called to order by Cydney 7:34
Remarks from the Chair	Cydney	
Approval of meeting agenda	Cydney	Kay moved to approve the agenda as presented Karen B seconded Motion carried
Approval and review of Minutes from previous SSCA Board Meeting (Nov. 2019)	All	June moved to approve the minutes as presented Kay seconded Motion carried
Guest Reports NPC Report	Heather MacKay	Heather brought "I'm Ready" booklets to distribute through preschool or SSCA office The SSCA received some additional funds from This is My Neighbourhood, see Office Report for breakdown of how the additional funds were utilized. The City is entering a blackout period (Dec. 15-Jan 15), there will be no new hires during this time.
Financial Reports Year End F/S November 2019 internal F/S	Scott	As soon as the auditor and Board have signed off on the 2018/19 Financial Statements, Scott will forward a copy to Heather <i>Year End:</i> The SSCA has a clean report, Scott will speak to the auditors about moving the timeline forward for having the 2019/ 20 statements ready earlier than late November

		<p>as the AGM is being moved to November for 2020.</p> <p>The programming revenue, preschool revenue, and rental revenue all increased in 2019.</p> <p>Scott will change wording in BGSS relationship as no longer have funds in holding (no material impact on statement)</p> <p>Scott moved to approve the year end financial statements subject to BGSS note</p> <p>June seconded</p> <p>Motion carried</p> <p><i>Nov F/S:</i></p> <p>In November the preschool had a \$2000 deficiency due to requiring a substitute for almost one month due to a teacher being sick.</p> <p>As of Nov. 30, 2019 the CA had approximately \$131000 in un-encumbered cash. Scott asked Deb to move \$50000 to term funds.</p> <p>Scott moved to approve the Nov. 2019 financial statements as presented</p> <p>Jeremy seconded</p> <p>Motion carried</p>
<p>Operations Reports</p> <p>Office Report</p>	Rita & Sherry	<p>The Craft Market had a good crowd. There was feedback that it felt crowded due to only using one room (same number of booths, with smaller tables), and that attendees missed having the market spread out into other rooms.</p> <p>Breakfast with Santa (Dec. 7) is still in need of a few volunteers</p> <p>The 14th Annual Lego Competition is booked for Jan. 25</p> <p>The SSCA office will be closed Dec. 20 – Jan 6</p> <p>We received a CIP grant (equipment) for the purchase of two new sweepers for the rink, they will be purchased on Dec. 5. The SSCA also purchased two 2 new auto scrubbers (for the floors) and a security system (this will change over in January).</p>

Preschool Report	PSAC	<p>Rita is still researching the SSCA's options for a gas and electricity contract. There will be a signed contract in place by January 1, as the Enmax contract ends Dec. 31.</p> <p>The additional funds received from This is my Neighbourhood money was used to purchase new equipment for the aerobics and yoga classes, as well as a new mah-jong board.</p> <p>We re-signed for insurance with Toole Pete for one-year. Rita will continue to look at other options for 2021. Rita was able to update the coverage and reduce the increase to less than 15%. Rita will review the contract to ensure that the BGSS is no longer on the SSCA insurance.</p> <p>Rita thanked Heather for the additional funds from This is My Neighbourhood.</p> <p>A question was raised regarding how SSCA memberships (required for registration with the Crowchild Hockey Association) is tracked to ensure families purchase the required membership. Currently, Fiona sends a list of participants from Silver Springs to the office, and the office staff follow up. Darren would like to be linked into process to help ensure everyone has up-to-date memberships for the 2020-21 season. Approximately 250 families in Silver Springs are play hockey with the CHA. Karen B. will also be looped in.</p> <p>Brigitta thanked Scott for coming to Nov. meeting</p> <p>PSAC reviewed the 2019/20 budget. Compared to other NW preschools, SSPS has the highest fees (significantly). They increased the fees two years ago for both the 3 and 4-year old half-day program and cannot justify increasing them again. The monthly fees for the 4-year old, full-day program is being increased to \$615/month.</p>
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		<p>Additionally, a one-time supply fee (standard among preschools) will be charged at the beginning of the year.</p> <p>There are seven families losing the stay-at-home credit in January 2020.</p> <p>Brigitta will email the final numbers to Monique</p> <p>Fundraising has gone very well, and the preschool has already earned \$6000 this year. The preschool earned \$325 in free books from the Usbourne book sale.</p>
Committee Reports Executive Committee update	Cydney	<p>See attached updated (sent via email to the Board prior to the meeting).</p> <p>Nominations Committee update: there has been one expression of interest to date. Nominations close Jan. 2, 2020</p> <p>At the January meeting the Board will have to determine how many positions/ roles the 2020 Board will be comprised of.</p> <p>Tabled for the January meeting</p> <p>The vote will be a secret ballot, Darren will contact Jim Palmer to act as scrutineer. Cydney clarified the voting requirements for board candidates (see attached email from Cydney)</p> <p>Individuals standing for election should be prepared to speak at the AGM</p>
Association Initiatives <ul style="list-style-type: none"> a) Social Media b) Membership c) Communications Strategy 	Darcie Karen B. Darcie	<p>Cydney reminded all board members to send their google account information to Darcie ASAP.</p> <p>The communication plan is now posted on the Google website (Darcie will send the link out as she receives email addresses), please review and be prepared to vote on at the January meeting.</p> <p>If there are any questions, Darcie will do a trouble shoot meeting next week</p>
Community Initiatives <ul style="list-style-type: none"> a) Seniors Engagement 	Kay	See attached report

		<p>The Scenic Acres CA would like to host a large open house with City resources, including CPS, is there a possibility of the SSCA could partner with them for the event?</p>
b) Seniors Housing	Karen K.	See attached report
c) Community Safety	Monique	<p>Cydney and Monique met with Ralph, Cst. Mills, Cst. Williams and Tony Churchill (City of Calgary Roads) to discuss traffic safety concerns in Silver Springs. As a result, Monique and Jérémie are looking into the Community Speed Watch program.</p> <p>Monique attended a bobcat information session in November and will be preparing information for social media and the February Silver Springs Spirit</p> <p>Tavis Settles from the Community Block Watch program will be attending the February board meeting</p>
Facilities		
a) Development/approvals	Murray	No update
b) Facility and Rinks	Jeremy	<p>The outdoor rink is now open. Rita and Jeremy are waiting for the development site servicing plan for the building expansion. The plan will be submitted in January.</p>
c) Outdoor pool	Cydney	<p>See the executive committee report</p> <p>The SCCA is still holding some cash for the SSOPFF.</p> <p>Scott moved to transfer existing amount payable from SSCA to SSOPFF</p> <p>Kay seconded</p> <p>Motion carried</p>
Community Spaces		
a) Bowmont	Monique	No update
b) BGSS	June	<p>See attached report. The BGSS did not get the grant from the AB lottery fund. They will resubmit their applications. The BGSS will need an SSCA letter of support for future grant applications (\$20-\$25000).</p> <p>June moved to approve, in principal, the BGSS moving ahead with grant applications to furnish capital grant projects.</p>

c) Edible Garden	Kay	Kay seconded Motion carried
d) Playgrounds	Darren	See attached report. The May speaker has been rebooked for May 20 th .
Affiliates		
a) Norwest Soccer	Murray	No update
b) West Valley Softball	Murray	Not in attendance
c) Guides/Scouts	Scott	Not in attendance
d) Crowchild Twin Arenas	Jeremy	See attached report
		The CTA is in talks with another company to do salary review, as the earlier contact was unable to meet the timeline required
e) Crowchild Hockey Association	Darren	The boundary review was successfully fought, and the judge awarded the CA's 45% of their legal costs from the appeal. For the 2020-21 season the CHA will be changing to numeric (U10, etc.) league names
New Business		Reminder: let Cydney know if interested in working on policies and procedures
Next Board Meeting: Wednesday Jan. 8, 2019 7:30pm	Cydney	Jan. 8 prep for AGM
Adjourn		Kay adjourned