

**Wildwood Community Association (WCA)
Board Meeting
Minutes
January 20 2015 7:00 p.m.**

In attendance:

Directors

Gordon Owen	Director at Large
Lynn Brown	Treasurer
Robyn Birdsell	President
Sean Jeffers	Director at Large
Shirley McIntyre	Secretary
Bryce Rollefstad	Director at Large
Carolyn Smith	Director at Large
Alison Laberge	Director, Volunteers
Phil Gervais	Director, Facilities Maintenance
Marni Lingard	Director, Events
Joanne Birce	Director, Events
Tracy Smith	Director, Programs & Sports
Wil Watson	Director at Large
Clive Watson	Vice-President
Erwan Oger	Director, Facilities Maintenance

Guests/Community Members

Heather Albers	Wildwood Playschool Liaison
Annalysa Angier	Community member
Art Burchnall	Community member
Michael Pleiter	Community member

Regrets

Jaye Bacon	Director, Hall Rental
Paige Martin	Director, Memberships

1. Welcome & Introduction

Robyn called the Board meeting to order at 7:05 p.m. and welcomed everyone back after the long break.

2. Minutes of Previous Meeting

Carolyn moved that the minutes of the November 18, 2014 meeting be approved as written; Gordon seconded the motion. Motion carried.

3. Reports

a) President's Report – Robyn

The AGM will be held on Tuesday, April 28, 2015 and like last year, will be held separate from the April board meeting. Robyn asked directors to think about the role they want to play next year (or not) and please let her know.

Robyn is proposing to Councilor Woolley that with the \$4.2M slated for the Edworthy Park renovation, a Wildwood community member is appointed to the steering committee that will envision and oversee this project. The City will be doing geotechnical work first to determine what actually needs to be done in the park and then a plan will be developed.

Robyn has invited our police liaison to the February meeting and he has confirmed his attendance. This will be advertised in the Warbler.

Thanks to Joanne and Marni for organizing the wine-tasting event and the light-up Wildwood evenings – both very successful!

b) Treasurer's Report – Lynn

Several documents were sent out prior to the meeting and Lynn asked if there were questions arising from the treasurer's report. There were none. We continue to enjoy a healthy income statement and balance sheet.

Lynn moved that the Treasurer's Report be accepted as presented; Clive seconded the motion. Motion carried.

c) Directors' Report

There are now just enough volunteers for the February casino.

Suzanne, our Warbler editor asked for Warbler front-page writers to be confirmed for the next few months: February – Phil; March – Clive; April – Robyn; May – Tracy.

Question: Did #8 Wildwood Drive receive approval to sub-divide? The application has yet to be published in The Herald and there is a two-week time period after that where an appeal can be made.

Phil moved that the Directors' Report be accepted as presented; Tracy seconded the motion. Motion carried.

d) City of Calgary Report -

We have not yet heard who our new City liaison person will be; Robyn will follow up with the City.

e) Councilor's Report - Evan Woolley

Councilor Woolley was not in attendance.

4. Discussion/Decisions made by e-mail between meetings

Marni moved that the Sign Craft Digital quote for \$273.00 to prepare "rink rules signs" be approved; Clive seconded the motion. Nine board members approved via email. Motion carried.

5. Items for Follow up from Previous Meeting

a) Traffic – 5 of 8 items that are to be completed – Staci

No information yet; Staci has been in touch with Councilor Woolley to find out which items are included.

b) Update on memorial for Brendan Shiels - Marni

See Directors' Report for update.

c) Google Calendar

Warren advised that there is a package available; Robyn will look into it.

d) Affordable Housing Development Update – Robyn

There was a meeting on December 10 and the City has posted comments from that meeting on their website, along with resident and Community Association comments. There has been no other news. The land use application has been made and has to go to a special committee at the City. That committee has not yet met on this issue and we don't know when that will be. Robyn advised that when she receives information, the mywildwood.ca website will be updated.

The Development Committee will discuss how similar development issues are managed in the future. If these issues are brought to a Board Meeting, the meeting is taken over by that one item. Perhaps only updates should be provided at the Board Meetings and a separate meeting scheduled to discuss the issue at length.

e) Handyman – any applications?

Erwan advised that he does not believe we need a handyman anymore. The few outstanding maintenance items are electrical in nature and an electrician is scheduled to do this work. Erwan has freed some of his own time so he can perform small maintenance jobs and, he has recruited a new “garage master” who will take over some of the maintenance activities he was performing. Also Marcia, who is caretaking the hall, has made a big difference because she does some small items.

Erwan is looking at putting in place a process so that maintenance issues are raised and described accurately so action can be taken.

WCA has hired someone to clear the snow and who wants feedback on the work. Marni and Carolyn have been dealing with him and will provide feedback.

6. New Business Requiring Discussion

a) Volunteer Lists for 2014/15 in by Feb 20th to Alison.

Alison asked all directors and coordinators to provide a list to her by February 20 of the people who have volunteered in any capacity over the last year. Please check spellings, addresses, etc.

b) Membership Policy/Application Form/Guidelines – Shirley for Paige

Paige drafted new membership documents that were sent prior to the meeting, and asked for feedback on the documents. A few comments: what payment types are accepted; to whom should cheques be made payable; the membership cost is \$5.00/senior household (not individual senior). It was suggested that a reminder/form is published in the Warbler every month. Shirley will pass on the feedback to Paige.

c) Volunteers to help with memberships at events (Jan 26th) – Alison/Paige

Marni will sell memberships at the January 26th playschool registration.

The Playschool has changed its policy so that all playschool openings will be available to Wildwood residents first, using a lottery (eliminating the resident lottery and the need to camp out overnight in the parking lot!). If there are more applications than places, then the names not picked go onto the

waiting list. If there are spots available after the lottery, they will go to non-Wildwood residents at a later date. The demographics have changed and there are more children in the 3-4 year age group from Wildwood.

There was a discussion regarding membership sales at events. It was agreed that if we insist on people having a membership to attend an event, that memberships are available for sale at the event and therefore we need volunteers at these events to sell memberships. It's not a difficult task but some direction and diligence is required. If a handout outlining the process were made available, that would be sufficient for most people.

Marni has a list of volunteers who sold memberships in the past and will provide that to Gordon and Paige.

d) City of Calgary Tax Assessments

A resident attended the meeting to discuss what he believes to be an unreasonable tax assessment on his own property – i.e. far too high. The published increase was 0-10% but some in Wildwood have increased by over 12%. He was encouraged to compare his assessment with other homes around him and to possibly file a re-evaluation request. Robyn will discuss with Councilor Woolley if she has an opportunity.

e) Investigate Amalgamation with Spruce Cliff Community – Robyn

Robyn wants to strike an exploratory committee to investigate a possible amalgamation. It was agreed that we should at least look at this association. Wil said that she would be interested in this project but not until after the AGM. There was a suggestion that we talk to some of the “hill” communities that have gone through this process.

f) Future Meetings – Robyn

Because the Directors' Report covers current news for each portfolio and is available prior to the meeting for reading, there is not an opportunity for a more in depth review of each area and future plans. Robyn suggested that 15 minutes be set-aside at each meeting for the portfolio director to discuss his or her area. We'll start in February with Erwan/Phil speaking about facilities maintenance.

g) 2015-16 Budget Approval – Lynn/Robyn

Lynn presented the 2015-16 budget compared to the previous two years' budgets and actuals. Overall there is not a lot of change. Income is forecast to be about \$30,000.

Question: there is a substantial increase in the food budget (\$12,000 for 2015-16 vs. \$4,000 budgeted last year and actual for last year at \$10,000. There are several new events (Volunteer Appreciation, Family Stampede Breakfast) where food is served.

Question: should we include grant revenue (\$20,000 for 2015-16) when we don't include the expenses for capital projects associated with the grant? It appears we should not but Lynn will discuss with the auditors – grant revenue has always been included and the auditors have approved how it has been recorded

The executive committee reviewed the budget line by line prior to the meeting and recommends the budget for approval. ***Erwan moved that the budget be approved as presented; Wil seconded the motion. Motion carried.***

h) Other

- Erwan spoke about renting the ice. This has been discussed before. Shirley will search the minutes for previous discussions and forward to Erwan.

(Subsequent to the meeting Shirley found the minutes of the discussion held in November 2013: "There was a request to rent our rink. We have in the past "bartered" ice time in return for ice maintenance. At one time we did rent ice but it did not work well and was stopped – it's hard to get the WW residents who were using the ice to get off for the rentals, someone would have to manage that and make sure ice is in good condition. So no, we won't rent ice!")

- Some communities publish days/times that their hall is available; should we consider doing that to increase rentals?

Robyn adjourned the meeting at 9:00 pm. The next Board Meeting is February 17, 2015 at 7:00 p.m.