

**Wildwood Community Association (WCA)**  
**Board Meeting**  
**Minutes**  
**May 19, 2015 at 7:00 p.m.**

**In attendance:**

**Directors**

Gordon Owen	Director at Large
Robyn Birdsell	President
Marni Lingard	Director at Large
Tracy Smith	Director, Programs & Sports
Paige Martin	Director, Memberships
Staci Rollefstad	Director at Large
Phil Gervais	Director, Facilities Maintenance
Sean Jeffers	Director at Large
Shirley McIntyre	Secretary
Wil Watson	Director, Communication
Clive Watson	Director, Communication
Cathy Gervais	Director at Large
Alison Laberge	Director, Volunteers
Joanne Birce	Director, Events
Allan Birce	Treasurer
Kevin Phillips	Director, Advocacy

**Guests/Community Members**

Marilyn Clark            City of Calgary

**1. Welcome & Introduction**

Robyn called the Board meeting to order at 7:15 p.m.

**2. Minutes of Previous Meeting**

***Phil moved that the minutes of the April 21, 2015 meeting be approved as written; Staci seconded the motion. Motion carried.***

**3. Reports**

a) **President's Report – Robyn**

Robyn is pleased to let everyone know that Allan Birce has returned to the Board as Treasurer, Allison will continue as Volunteer Director and Wil and Clive will be the Communications Director. The Advertising Coordinator for the Warbler has resigned and so that position is vacant as well – this is a good position for someone who wants to be involved but not spend a lot of time in a role and not have to attend meetings.

Also vacant are the roles of President, Vice-President, Grants, Garden and Hall Rentals. The Garden Committee is confident they will have someone soon. That is very

important since they are spending community money and so must have someone on the Board. The Hall Rental position is going to change and not be as busy.

The new library president has volunteered to talk to the Board. Should we post that in the Warbler and invite community residents? Yes - Robyn will make the arrangements and post in the Warbler.

From the Calgary Women's Emergency Shelter – an offer of a 2-hour training session for people to learn how to support people in their community who may be suffering abuse. Robyn will also arrange for that with advertising in the Warbler and on the hall bulletin board.

b) Treasurer's Report – Allan

Lynn sent the reports to the Board. Allan will do the adjusting journal entries for the Jan 31/15 year-end required following the audit, so the financial statements will be more up to date next meeting. There was a question re the change in children's programs: there is soccer money unaccounted for. Allan will talk to the right people and clear that up.

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

c) Directors' Report

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

d) City of Calgary Report

Marilyn Clark attended the meeting. The City needs a copy of the signed financial reports for the City. Is there a date set for the paving? Erwan is looking for re-quotes since the quotes were only good for 30 days. Marilyn advised that other groups are seeing re-quotes come in lower than the originals.

There was some discussion regarding Spruce Cliff and Wildwood joining forces – however it is still unclear what that will look like. Marilyn offered to help in any way. Wil is the representative from Wildwood.

e) Councillor's Report - Evan Woolley

Councillor Woolley was not in attendance and nor was Ben Charland, his Communications Liaison.

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

None.

**5. Items for Follow up from Previous Meeting**

a) Signs for garbage bins – Erwan/Phil

No action.

b) Front door repair – Marni/Erwan/Phil  
Marni to follow up.

c) Sponsorship Policy – Marni/Gord O./Joanne/Robyn  
No action. Gord will initiate something. Marilyn will provide a policy from another community association.

d) Development Policy update – Robyn/Kevin  
No action.

e) New Position – Robyn  
Shirley sent the job description for a community operations manager to Board members, Marilyn has given Robyn some other information, and Carolyn has provided some information from another community. Robyn, Shirley and Carolyn will get together to advertise and recruit an individual. Jaye is available now to help someone get up to speed so we should move sooner rather than later. If people know of anyone who is interested, please let Robyn know. Robyn will put something in the June Warbler.

f) Board Orientation? – Robyn  
Saturday, June 13<sup>th</sup> 9-12:00. Agenda will be sent out and will include budgeting, policies and job positions.

## **6. New Business Requiring Discussion**

### **a) Bike Rack Purchase – Marni**

Marni recommended that a bike rack be purchased for the community hall parking lot. She has looked at a couple of options and recommends we acquire one from the City of Calgary even though it is not the least expensive option. It would be placed in the front, near the walkway.

***Marni moved that the Board approve not more than \$1000 for the purchase and installation of a bike rack and the required cement pad; Wil seconded. Motion approved.***

b) The City Sanitation workers backed into a light post near the tennis courts. Cathy spent a day talking to the City and Enmax to try to figure out who was responsible for clearing away the post so it wouldn't pose a hazard. Jim (the electrician) happened by and "decommissioned" it. We will wait until the parking lot is paved before a new post is installed.

Also, the Playschool advised of a high-pitched sound coming from the furnace. Carolyn contacted Erwan who advised to call the mechanic. The furnace filter had not been changed and was sucking up into the furnace causing the squeal. Cathy purchased new filters and installed a new one.

We need to have a list of who to call in event of various issues. Plus there was to be a schedule of maintenance activities to be performed periodically. Robyn will follow up with Erwan.

c) Staci hasn't been able to reach people to find more information about the cycle/car accident on 45<sup>th</sup> and Spruce Drive. She will continue to try to find more about the incident. And in the meantime Staci will put something in the Warbler.

d) Development Committee - Kevin

Secondary Suites: public hearing on May 12<sup>th</sup>. A letter from the Development Committee (DC) was posted on the WCA website and sent to all members for whom we have emails. It was also sent to the Mayor and councillors. Strong response from Wildwood (104 emails from Wildwood; 99 of which supported the DC). Took that mandate into the public hearing; a good turnout from Wildwood to the hearing. Gord Kirk, Clive, Kevin spoke to council. After the public hearing, sat through the voting process. Some discussion about opening this issue up to the public; the public is offering some rational alternatives. First reading was passed and this keeps open until the second and third reading. It is expected there will be amendments brought forward before then. Much of Kevin's presentation was to do with the process and how it wasn't "public friendly".

There will be an article in the Warbler regarding this and asking people to continue making their submissions.

The lack of information has been frustrating, limited information dissemination and what has been provided is complicated and confusing.

There was a short discussion about how to engage more people in the process and how we document that in a policy. This issue (secondary suites) and the affordable housing issue have been communicated well to the community using a number of vehicles and if people wanted to speak up, they had many opportunities to do so. The process needs to be clear and defensible so that the Board/Development Committee have a clear mandate.

There will be another communication on affordable housing in the July/August Warbler.

**Robyn adjourned the meeting at 8:50 pm. The next Board Meeting is June 16, 2015 at 7:00 p.m.**