

Hounsfield Heights – Briar Hill Community Association
Board of Directors Meeting Minutes

Date: 8 April 2010
Location: HH-BH Community Hall

Meeting Commenced: 7:10 PM.

1. Opening (Norm)

- Accept agenda.
- Add discussion on staff pay to Facilities.

2. Minutes (Norm)

- **Motion (8-Apr-10)-01** by Phil to accept the minutes of the March 11, 2010 board meeting. Seconded by Carol. Motion carried.

3. Wiki Moderator Discussion (Linda)

- Linda and Carol introduced Paula Jennings as a potential moderator for the community Wiki. As a community resident she is familiar with community groups. Paula is interested in helping out with the history book project as well.
- Paula identified the potential for the Wiki to act as both a message board and community notice board. Google can be incorporated for communicating utilizing the group membership option; other community programs can update their own sections so there are more input possibilities.

4. Financial Update

- No one has stepped forward to fill the Treasurer role yet.
- Tejinder and Linda will arrange to purchase GIC's out of the general account.

5. Committee Updates

a) *Land Use*

- No report.

b) *Traffic Calming (Kellie for Denny)*

- See report.
- Questions about the solar sign on 19th Street NW. Perhaps 311 calls initiated the installation?
- May 7 is the deadline for community traffic submissions. Community interest is needed for the City to install speed reduction and traffic calming methods. Denny will rewrite the proposal to the City to indicate increased community concern and specific examples of what could be done.

c) *Programs (Carol)*

- See report.
- Youth badminton will be using the gym on Wednesdays.
- Carol and Terry Killackey will check into jersey costs and we will use casino funds to purchase.
- No decision yet on the adult playground grant application. The best location would be south of the gym facility, which is a well-lit area with lots of pedestrians.

d) *Facilities (Phil)*

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- See report.
- Potential adult drop-in basketball on Saturdays during the summer from 10 AM-2 PM at a \$6 drop in fee.
- Staff have been receiving a \$.50/hour pay increase each year. **Motion (8-Apr-10)-2** by Phil to give all gym staff a \$0.50/hour pay increase effective May 1. Seconded by Emmanuel. Motion carried.

e) *Strategic Planning (Norm)*

- No report.

f) *Communications (Linda)*

- See report.
- Linda is happy to hand off the Wiki site to Paula and is hoping to bring the potential history book assistant to next month's meeting.

g) *Memberships (Linda)*

- No report. Nothing can be done until online memberships are available

h) *Education (Mara)*

- See report.
- The playschool and kindergarten would like to pay their staff with direct deposit as well. **Action item:** Terry H. will contact Ceridian about adding these individuals to the CA payroll.

i) *Sears Plume (Phil)*

- See report.

j) *History Book (Linda)*

- See report.

6. City Update (Amanda)

- 2010 marks Park's 100 year anniversary. Geocaches will be set up as part of the celebration. Musical events also planned; the first one is for June 20 at Baker Park in Bowness. See Amanda's report for a complete list of activities **Action item:** Terry H. to forward Amanda's notice to Barb for the Beacon.

7. Old Business

Last Month's Action Items:

Action item: Terry will contact Matthew Kennedy to see what is needed to purchase GIC's out of the general account. **DONE**

Action item: Terry to send out a reminder to all member emails that membership renewals are due at the end of March. **TERRY H. TO COMPLETE IN APRIL**

Action item: Gunter will talk with Terry K. about the service provider he has been communicating with in getting online program registration started. **CARRY FORWARD TO MAY**

Action item: Amanda will find out if parking restrictions can be established around Green Park. The CA can apply but the chances of it being approved are pretty low since it is not a commercial area. **AMANDA WILL FIND OUT IF SIGNATURES OF THE RESIDENTS ACROSS THE STREET WOULD BE NEEDED**

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Action item: Denny will place another request for feedback on traffic issues from the community in the April Beacon and have a full report to present at May's meeting.

CARRY FORWARD TO MAY

Action item: Linda will put up a notice at ACAD for the illustrator. Honorarium discussion: Linda is giving leeway to the person who is being considered and wants the Board to decide on the final amount once the project is finished. It was suggested that the candidate be given an idea of how much work will be involved before hiring her.

Action item: Candidate will be invited by Linda to the May board meeting to present her proposal including the anticipated scope of the project. (She previously indicated to Linda she needs material for her portfolio and the honorarium would be appreciated).

Action item: Norm and Mara will brainstorm how to provide the wording AGLC desires.
DONE. Mara has drafted the correspondence to AGLC.

8. New Business

- Tejinder wants to offer some free handyman services to seniors and would like to put a notice in the Beacon.
- Community mission/vision statement: Kellie would like the board to consider the idea as the CA is in a state of limbo with PlanIt on hold. What do we want to see happening, how will the CA look in the future? Kellie sees how difficult it is to attract new board members and this process might help reinvigorate the board. Another CA had their process facilitated at a cost of around \$2,000. Amanda can recommend a consultant from the City to act as a facilitator at no cost to the CA, and the individual would be familiar with community associations. Would this be a community or board initiative? Amanda has seen it done both ways; planning and implementation stages would be more of a board initiative. If it is opened for both vision and mission then the entire community could be involved. Paula noted that visioning would feed compatibly into the Wiki process. A possible advantage of opening it up to the community might be the addition of more board members. It would be nice to have the vision and mission statements established before the next AGM. **Action item:** Amanda will find out if the consultant would be available in September. Vision and mission can be established in one session. A notice can be placed in the June Beacon and a portable sign erected to advertise the community session that will hopefully happen in September or October.
- Carol asked about the LRT station bulletin boards needing repairs. Amanda suggested calling 311.
- Carol mentioned the potential for "pickle ball" games for homeschooled children and seniors drop-in in the gym on weekday afternoons.
- **Motion (8-Apr-10)-3** by Norm: Be it resolved to appoint Russell McWilliam to the position of Treasurer pursuant to Article 6.1.8 of the bylaws. Seconded by Mara. Motion carried.

Motion (8-Apr-10)-4 by Norm to adjourn the meeting. Meeting adjourned at 8:10 PM.

Upcoming events:

May 13 – Board Meeting

May 15 – Deadline for June Beacon

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June 5 – Community Cleanup

June 10 – Board Meeting

When signed these minutes are considered to be an accurate reflection of the meeting they represent.

Date: _____

Signatures:	_____	_____
	<i>President</i>	<i>Print Name</i>
	_____	_____
	<i>Secretary</i>	<i>Print Name</i>