

**WESTVIEW HEIGHTS COMMUNITY ASSOCIATION
EXECUTIVE MEETING MINUTES
FOR: Monday January 15th, 2018**

Present: Jenny, Marian, Jan, Alanna, Carol, Agnes, Valerie, Donna, Lorien, Maria, Jennelle, Sheila, Dave, Darren

Regrets: Sami, Brian McAllister, Desmond, Nelda, Nicole

Meeting called to order Jenny at 6:47

- Jenny called for motion to adopt agenda, seconded by Sheila, all in favour

2. Secretary

- Quorum was not met for December meeting so no motions were passed.
- Minutes for November & summary for December meeting done by Jenny distributed
- Jenny called for a motion to adopt November minutes, seconded by Maria, all in favour
- Jenny made a motion to receive the December summary. Seconded by Jennelle, all in favour

3. Matters Arising From the Minutes

- Motion for \$450 to be donated to Caroline Robins School for Christmas hampers made by Jenny, seconded by Marian, all in favour

4. Guest Speaker - none

5. President's Report – Jenny

- Jennelle made a motion to appoint Dave Brock as equipment coordinator and Darren Lengyel as soccer coordinator. Dave and Darren accepted. Seconded by Val. All in favour.
 - Welcome new members!
- Jenny made a motion to accept the resignation of Connie (secretary) and Brian McConnell (MAL). Seconded by Carol, all in favour

6. Treasurer's Report - Carol

- We have received our operating grant from the City for 2016/2017 – total \$4820.75
 - Community Association Operating Grant \$2100
 - Community Association Annual Program Grant \$1200
 - Cost as a Barrier Program Funding \$754.04
 - Community Association Rink Operating Grant \$766.71
- Linder Becker did our financial review for 2016/2017. One more adjustment needed. \$200 payment will be sent as per budget.
- Financials for November 2017 presented by Carol. See attached
 - Balance \$32 51.23 November 30th 2017
- Financials for December 2017 presented by Carol. See attached

- Balance of \$27335.76 December 31st 2017
- Carol made a Motion to adopt the financial statements for November & December 2017. Seconded by Lorien. All in favour
- A more detailed report requested that would show what each cheque/payment was for rather than who it was paid to (e.g. cheque for Jenny Besenski should read 'AGM expense') – Jan has sent these instructions to Carol for next meeting.
- Budget 2017-2018 - tabled to next meeting.

7. Home & School Report - Donna

- The school is at 350 kids
- WHCA donated \$450 for Christmas hampers. This money was put towards 4 families in need!
- KHL hockey team has started practicing. A request for a rink shack key was made so they have access to a warm place to put on their skates for practices. Jan will look into the community getting another set to pass on to the school
- Activities at the school right now include Yoga, Brazillian dance, training with athletes, learn to bowl, and babysitters course
- West Jet has donated a trip that will be raffled off. All funds raised will go straight to the school for literacy initiatives. See Donna or school reception for tickets.
- Parent Council will be holding their toy bingo in March

8. Area Co-ordinator's Report – Jan, Community Consultant

- See attached – Westview will get a traffic review this year.
- Save the date for Thursday April 26th for Volunteer Appreciation Event

9. COORDINATORS REPORTS:

Equipment - Dave

- Dave will be given keys to rink shack in March. He will assist with soccer equipment and ordering soccer shirts

Citizen Patrol – Nicole ABSENT

Indoor Programs – Lorien & Marian

- Winter registration was very low. One registration night was not well attended. Online registrations combined with e-transfers are still coming in. Another registration night will be held Tuesday January 16th 6-8
- Some classes will be combined and some classes may be cancelled.

Membership – Nicole ABSENT

- Alanna offered to compile all email addressed to send out information like registration nights to try and increase registration numbers

Media Coordinator – Alanna

- Logo development

- Discussion was made to develop our own logo. We like the idea of a contest where the community and/or school design the logo and the executive will chose the final logo that will be presented at next year's AGM
- Newsletters – sent out February to advertise Soccer Registration
 - Alanna and Adam invested in an industrial printer. They will be testing and assessing the cost in the February newsletter. Lorien's employer has agreed to fold the newsletters for us.
 - The school board and the City of Saskatoon have also provided other options for printing that is cheaper than ProPrint
 - Alanna will need help counting and bundling the newsletters. She will sent an email for a “bundling bee”

Rink – Desmond (absent) / Marian / Jenny

- Keys – Jenny/Cole (supervisor 1), Marian/Taylor (supervisor 2), Desmond/Michael
- Public Skate is not well attended. We need more advertising
- The rink is not in good shape. Jan and Marian to take a look at quotes and completing the rink improvement grant (due April 30th)

Soccer – Darren

- New volunteer! Soccer centre has still not sent out registration dates. February 26 to March 2 most likely. Maria sent soccer centre Darren's info so he will be emailed the dates etc.
- Will set registration dates by email
- Prices will need to increase this year
- Send an email blast for Soccer Registration dates

Social – Maria

- Maria finished SaskLotteries grant follow up from 2017. An application will be submitted for 2018
- Spring Dance? See if we can book the gym for March 23rd. More details to discuss at next meeting.

Members at Large

1. Agnes – no report
2. Sheila – no report
3. Brian McAllister (absent)
4. Nelda (absent)
5. Val – no report
6. Jennelle – no report

Secretary – VACANT

Vice President – Sami (absent)

10. New Business:

Correspondence received – Information Services Corporated (ISC). Marian and Carol will submit financials and updated list of executive to keep our non-profit status

Motion to Adjourn at 8:16 made by Jenny all in favour