

WESTVIEW HEIGHTS COMMUNITY ASSOCIATION

Monthly MINUTES

FOR: Monday September 17th, 2018 6:30pm

Present: Agnes, Val, Jan, Jenny, Cameron (guest speaker), Sami, Maria, Marian, Lorien, Darren, Chelsea, Nicole, Alanna

Regrets: Dave, Sheila, Jennelle, Desmond, Brian, Nelda, Donna

1. Call to Order 6:30 - Jenny

- Members Review Agenda
- Jenny: Call for motion to adopt Agenda (all in favour)
 - Maria adopted the motion
 - Motion carried

2. Secretary

- June minutes done by Javed and Marian distributed
- Call for motion to adopt minutes (all in favour)
 - Darren adopted the motion (second)
 - Motion carried

3. Matters Arising From the Minutes - none

4. Guest Speaker – Cameron Scott, Saskatoon Public Schools Trustee – Ward 4

Background: 10 years in law enforcement, owned his own construction company and then moved into politics (now, as a trustee, is part of the community full time). Cameron is very readily available and wants to engage more with the community associations in any capacity. Aware that we fixed our rink this summer and wants to offer free paint from one of his contacts and perhaps seek SKYAP for artwork if we are interested. He has many clients/consultants he can reach out to if we are interested.

Discussion:

Need to wait for treated lumber to dry in order to apply any sort of coating. Minimum 2 years, but it is not usually recommended to paint as it reduces life of the boards. However, we certainly could use financial assistance/contacts for other things including: new puck board, boom truck and new light bulbs at the rink. Two of the four existing halogen lights are currently burned out. It's more cost efficient to replace all four with the new LED lights at the same time, so we only have to have the boom truck come out once. Electrician not required to replace bulbs, but Maria's neighbour is an electrician who wants to help where he can. Marian will reach out to Cameron and discuss our wish list. Our rink improvement Grant Deadline is Nov 1st so, hopefully Cameron can get things done before then. The more we can get other companies to donate or discount services the less money Westview will have to spend.

5. President's Report – Jenny

- Jenny received email from HAL Insurance in September requiring the pre work to be completed and sent back which in turn they review and will send us an invoice for the premium due mid-October
 Items to complete: property inventory and its value
 List all the indoor and outdoor Programs Westview is offering. Must indicate approximate number of participants in each by youth/adult, and also location.
 Jenny asking if Carol can complete
- AGM Planning – Monday October 15th 6:30
 - Booked the library at Caroline Robins (booked until 9 or 9:30pm)
 - Everyone be prepared to provide detail regarding your last year's activity in your position. For example, memberships – how many sold? Indoor programming – charts/numbers/etc. Send your report to Jenny and she will do a power point like 2017 AGM
 - Pictures from Facebook or will take some at our meeting for each person
 - For every person who comes to the AGM, donate \$50 to the school and then if we named people to the executive there was a bonus
 - Sami spoke about a Fundraiser for his country and asks for our personal support.

Positions and Current Incumbents	
<u>Even Years – to be voted</u>	<u>Odd Years – one year left</u>
President – Jenny Besenski	Vice President – Sami Parvez
Treasurer – Carol Robinson	Secretary – VACANT
Indoor Coordinator – Lorien Lowenberg	Membership – Nicole Hammerstedt
Media Coordinator – Alanna King	Equipment – Dave Brock
Rink - Desmond Fehr	Citizen Patrol – Nicole Hammerstedt
Social – Maria Fehr	Indoor Coordinator Assistant- Marian Roth
Soccer – Darren Weinrauch	Past President (Non-Elected) – Vacant
Member at Large (2) – Agnes Helmink, Sheila Reddekop, Jennelle Wignes Haaland	Member at Large (3) - Brian McAlaster, Nelda Mercer, Valerie Hales

Positions Open	Slate of Candidates <i>(nominations from the floor also)</i>
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	<i>accepted)</i>
President	Jenny?
Treasurer	Carol?
Indoor Coordinator	Lorien?
Media Coordinator	Alanna?
Rink	Chris?
Social	Maria?
Soccer	Darren?
Member at Large	Agnes?
Member at Large	Sheila?
Member at Large	Jennelle?
Other Vacancies (1 year)	
Secretary	Chelsea Jukes?
Member at Large	

6. Treasurer's Report - Carol

- Financials to be presented – need some assistance on QuikBooks as something happened with the entries; will ask accountant next door if he would do the audit/review for the year
- Adoption of statements by Maria 2nd by Darren
- Outstanding payments – Are there any ie: rink, coordinators, programs, invoices
- End of May \$25,583
- End of June \$25,285
- End of July \$24,155.46
- End of August \$21,665.08
 - Ledgers of revenues and expenses coming in November

7. Home & School Report – Donna (not present)

- Need volunteers for parent council

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

- See the September 2018 Community Consultant Monthly Report
- BIG Thank You to WCHA for all we do for the community and working volunteer hours – especially Lorien this summer with the new school booking system which was horrible to use
- Monday, October 1st is when indoor program listings due to Jan (12 noon)
- January-March 2019 programs can start being booked with schools on Nov 15
- Grant updates – many are now hard deadlines instead of soft
- Lynda.com – a great, free, online training resource (free with Library card)
 - Training for such software as mailchimp, word press, photoshop, even quikbooks
- New online form for the Sask Lotteries Community Grant – more in depth than before; tried to simplify it, however may have made it more cumbersome (e.g. uploading documents, etc.)
 - Free grant writing workshop organized the City of Saskatoon grant staff; Jan encourages someone to attend as there are new details in the grants that are

- technical and different than in years past; including going over the SK lotteries online process
- Two sessions Tues., Sept 18 (7pm) or Thur., Sep 20 (12pm) in the Theatre at Cosmo; Register 306-975-3383; grants@saskatoon.ca

9. COORDINATORS REPORTS:

Equipment – Dave (not present; Marian brought report for Dave)

- Purchased a new bbq with cover for \$665.99; it's built and stored in the rink shack
- In the summer Westview received approval for a rink improvement grant of \$6222.24. Westview portion to top up was \$750 at the time. Total \$6972.24 to spend for the rink upgrade.
 - According to Dave's calculations we have spent \$5763 to date
 - We will get some of the \$750 back as we apply a portion of the \$750 into the 2017-2018 operating rink grant.
 - We paid Dale \$3089 (rink contractor hired) which was his original quote even though he underestimated the amount of hours to remove the old ground etc. As a gesture of goodwill for the extra time he put in we will advertise his services in the newsletter for several issues.
 - **Westview has \$1209 left to spend before November 1st grant deadline date.**
- We had two work bees in July to get the boards up.
 - Dave predrilled holes in the 4 ft boards.
 - Board and material from Windsor Plywood receipt \$1395.09 given to Carol - paid
 - Additional Boards purchased for \$108.12 from Windsor Plywood – Receipt given to Carol. Marian needs to be reimbursed tonight
 - Brian has a receipt for the screws purchased for around \$250
 - Chain-link has been installed on north and south end of rink receipt \$895.93 given to Carol - paid
- Dave got quotes on 3mm and 6mm puckboard. Dave's recommendation is we should do it right the first time and consider investing in the 6mm puckboard and coordinate a work bee to get puckboard, kickboard and about 12- 4 ft boards installed before the snow flies.
 - The cost to purchase the 6mm will be around \$2350 (after tax).
 - **Dave motions to spend an additional \$1100** and go with the 6 mm puckboard.

Notes on motion: We could allocate \$500 of this figure against the 2018-2019 rink operating grant and get 50% back and the balance of \$600 would have to come out of our Westview Budget. Once we are done the project we can remit our receipts and fill in the grant form to get reimbursed for \$6222.24.

Total Estimate to do this rink project is: \$8160.

City of Saskatoon Grant (6222.24) + Westview initial portion (750) = \$6972.24

Our Cost is \$1187 of which I anticipate to get \$475 back, therefore only \$712 out of Westview Budget

Do we have a seconder to approve ordering 6mm puckboard and spending \$1100?

Agnes seconds motion to spend more money (all in favour);

Motion carries

- We need to make copies of all the rink improvement receipts and attach to the rink improvement grant form by Nov 1st deadline (firm).

WESTVIEW HEIGHTS COMM ASSOCIATION
C/O: DAVID BROCK

(306) 717-9952

09/29/2018

Printed By:
Salesperson:
BLAYNE .

SKU	DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
	-----> ***** <-----				
	-----> ***SPECIAL QUANTITY PRICING*** <-----				
	-----> ***** <-----				
560-0103	ARENABOARD WHT 3MM 1/8X4'X8'	24.00	Ea	44.95	1078.80
	-----> ***** <-----				
	-----> ***** <-----				
560-0106	ARENABOARD WHT 6MM 1/4X4'X8'	24.00	Ea	89.99	2159.76
	-----> ***** <-----				
	-----> ***** <-----				
	-----> *****1 WEEK LEAD TIME***** <-----				
	-----> ***** <-----				

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Dale Peters

3641 Diefenbaker Drive
Saskatoon, Saskatchewan S7L 4W1
306 230-2797 fax 306 978-2628

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INVOICE

Customer		Date	Aug 15/2018
Name	WHCA	Order No.	
Address		Rep	
City	Saskatoon Prov _____ P/C _____	FOB	
Phone	Email marian.roth@rbc.com		

Qty	Description	Unit Price	TOTAL
1	Per Quote	\$2,783.00	\$2,783.00

Payment Details <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <u>Payment due upon completion</u> 	SubTotal	\$2,783.00
	Shipping & Handling	\$0.00
	Taxes GST	\$139.15
	PST	\$166.98
	TOTAL	\$3,089.13
	Authorization	

Citizen Patrol – Nicole

- Sarah and Denise joined Nicole and was doing good until August (rolled ankle); September slower, so need to pick back up
- Coordinate a Hallowe’ en walk to get people out – has worked in the past

Indoor Programs – Lorien & Marian

Indoor Programs will be starting next week and we are full on a few classes with still some spots open in others.

There are a total of 78 spots filled in the Adult classes compared to last Winter – 85 and the previous Fall – 86

For Kids classes there are a total of 58 spots filled as compared to last Winter – 71 and the previous Fall – 83

Adults:

Therapeutic Yoga - 10
Golden Yoga – 5 FULL!
Strong Zumba - cancelled
Zumba - 16
TaiChi - 8
Art w/ Leah Adult - 10
Yoga for Backs - 19
Belly dance - cancelled
Guys Night - cancelled
Ladies Woodworking - couple spots left

Kids:

Scottish Dance - cancelled
Move & Groove - 7
Hip Hop - 8
Ballet 3-5 yrs - 11 FULL!
Ballet 5-7 yrs - 5
Art for kids - cancelled
Soccer Skills – 14 Full? (Darren confirmed at the meeting he could take a few more)
Lego – 8 (could take a few more)
Family Open Gym - 3 families (hope more come as it is drop in)
Hey Neighbour – 2 + drop ins?
Kids Woodworking - couple spots left
Teen Open Gym – Friday nights – Darren will do the first few and Marian/Jenny will reach out to the university contact who wanted to volunteer

Discussion is needed as to whether we can run the Neighbourhood Chat (Hey Neighbour!) for a few weeks to see how it goes. There may be drop-ins. As well as in Family Open Gym. Need to come up with plan for coffee and cookies? And games/cards?

- Agreed to run it for a few weeks and gauge interest from there.
- Maria and Alanna agreed to attend the first few as well Nicole will be at the family open gym, so will help
- Alanna will bring some games and what not

Lorien has advertised that yesterday was the last day to register but she would accept more registrations in Art for Adults, Tai Chi and Therapeutic Yoga. For kids she would like a few more registrations in Move & Groove, Hip Hop, Lego and the Open Gyms.

If anyone would like to offer to come out to meet the instructor on the first night of classes, you're welcome to. Marian and Lorien will split the nights to do this, so no worries if not. We just need to make sure the space is opened up, the instructor is there and to give them their contract to sign.

Marian Report –

- Marian got a hold of Monty Nordby who agreed to finish the Welcome Signage. Monty picked up the bricks from Maria's house and picked up the mortar and caps. Monty paid \$122.10 for stone caps (needs a cheque for Monty Nordby); Marian paid for the Mortar which was \$21.98 (needs a cheque for that). Monty is charging us \$200 for finishing the project that was completed Sep 14th.
 - Total cost for completing Welcome sign: **\$344.08.**
- Printmaking for kids by Leah had Zero interest. Disappointing, but could be because people didn't know what it was. Marian contacted Leah and explained and asked if she could attend our Day in Park in the afternoon and set up a table with a demonstration of what this class is as well as an opportunity to promote acrylics for kids. See if we can drum up interest by demonstration.
 - Therefore the grant of \$500 we applied for and were approved will not be needed for the Fall.

Discussion: we will see if we can use the grant perhaps for another kids program instead such as the Teen Gym Drop in which meets the required criteria. Opinion from members that a children's class that involves adult assistance just isn't going to work in Westview and we should consider going back to regular Acrylic Arts for kids.

- Acrylics for adults by Leah: we currently have 10 participants. The participants will only work on 3 projects during the 9 or 10 classes. At \$50/person we will likely lose \$100. We may have to consider upping the fee for this class to \$60 in January if the class is well received. We will be in touch with Jennelle as she is taking the class this Fall. Leah is going to get supplies right now as there are sales and will provide the invoice at the first class.
- Donna Blunt offered to coordinate moving some tables and chairs into the rink shack with some students over to the rink shack for the day in park. We need to determine how to get them back to the school. Marian lent Donna a rink key.

Memberships – Nicole

- 106 active memberships (few more from Lorien to add)
 - Compiling full list

Media Coordinator – Alanna

- Would like to change Hallowe'en contest to be drawn after Hallowe'en so that the pics can be updated (bowling party prize) (all agree with change to contest)
- Keep Christmas contest the same with pics submitted prior to Christmas as well as the winner chosen
- Turkey Bingo is Friday Nov 30th. Alanna noticed that the school gym was not booked on the Booking Sheet therefore Lorien will look into this.
- Next Newsletter? Early November so we can advertise the turkey bingo, so November 9th (deadline: November 7th)
- Submitted invoice for newsletter that went out in the fall; good feedback on it

Rink – Desmond (absent)

- Rink Improvement – see Dave's report above

Soccer – Darren

- Talking to other soccer coordinators in other associations once their positions are confirmed (often October); setting up multiple dates for spring outdoor; see how indoor goes

Social – Maria

- Day in the Park – Sunday September 23rd
 - Going to be cold!
 - Who will be there?
 - Not out of pocket any money at the moment, so do we even want to go ahead given the forecast?
 - Jenny asked for vote on keeping or canceling; majority voted to CANCEL
 - Notification will go out encouraging everyone to come to the Turkey Bingo
 - Final planning; table for future meeting to determine if we host in the spring instead
- Turkey Bingo – Friday, November 30th
 - Confirm gym for the date before advertising
 - Buy turkeys – Marian – not on sale yet
 - Concession -
 - Bingo caller

Members at Large

1. Agnes – helped at registration; do a bank deposit?
2. Sheila (absent)
3. Brian (absent) – going to make it to AGM
4. Nelda (absent)
5. Valerie – helped at registration
6. Jennelle (absent)

Secretary – Chelsea (will come to AGM!)

Vice President – Sami (had to leave prior to end); going to talk to Alanna outside meeting about some Social Media options for WCHA

10. New Business:

- **Marian moves to donate up to \$1500 towards Caroline Robins School based on numbers of non-exec attendance at the AGM; Agnes seconds motion (all in favour); motion carries.**

Motion to adjourn at 8:30 pm

Next meeting is the : AGM meeting, October 15 at 6:30 pm