

**WESTVIEW HEIGHTS COMMUNITY ASSOCIATION  
EXECUTIVE MEETING MINUTES  
FOR: Monday December 18<sup>th</sup>, 2017**

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**Present:** Jenny, Marian, Jan, Alanna, Carol, Nicole, Agnes, Valerie

**Regrets:** Donna, Sami, Connie, Brian McAllister, Lorien, Brian McConnell, Maria, Jennelle, Desmond, Sheila, Nelda

**No Quorum Met – all motions tabled to January meeting**

**Meeting called to order Jenny at 6:40**

- Jenny called for motion to adopt agenda- tabled to next meeting.

**2. Secretary**

- Minutes of November meeting done by Jenny distributed
- Jenny called for a motion to adopt minutes – tabled to next meeting

**3. Matters Arising From the Minutes** – tabled to next meeting

**4. Guest Speaker** - none

**5. President's Report** – Jenny

- No report

**6. Treasurer's Report** - Carol

- A cheque was cashed for a program refund of \$70 that was dated over a year ago.
- We have not received our operating grant for 2016/2017 yet
- Linder Becker in process of doing the financial review for 2016/2017
- Financials for November 2017 presented by Carol. See attached
  - Balance \$32 51.23 November 30<sup>th</sup> 2017
- 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')
- Motion to adopt the financial statements for November 2017 - tabled to next meeting.
- Budget 2017-2018 - tabled to next meeting.

**7. Home & School Report** - Donna

- WHCA donated \$450 for Christmas hampers. This money was put towards three families in need!

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

- See attached
- Save the date for Thursday April 26<sup>th</sup> for Volunteer Appreciation Event

## 9. COORDINATORS REPORTS:

### Equipment

- Val's husband Dave has volunteered!

### Citizen Patrol – Nicole

- Need to accumulate email list of interested patrollers.
  - Alanna to post on Facebook to get more people.
- There is graffiti on the rink boards. Jenny to ask Brian to sand it off
- If there are tags on city property report to Jan (e.g. rink shack)

### Indoor Programs – Lorien (Absent) & Marian

- Online registration is launched with Google form and e-transfer
  - Possible contest for free program to encourage online registration
- Only one registration day January 10<sup>th</sup> in C. Robins School Gym 6pm-8p

### Membership – Nicole

- No report

### Media Coordinator – Alanna

- Let it Glow Décor Contest
  - Great response from the community! Winners to be chosen Dec 21.
  - Marian to get three prizes
- Newsletters
  - We will be able to get our newsletters printed at the school board office for cheaper than ProPrint
  - Alanna and Adam may invest in an industrial printer
  - Next newsletter will be delivered the end of January to advertise Soccer Registration

### Rink – Desmond (absent) / Marian / Jenny

- During rink supervision someone went into the rink shack and stole the keys that were left out. Jan was contacted, a police report was made, and the locks were changed at a cost of \$279.72. Half of that will be covered by our rink operating grant.
- Keys – Jenny/Cole (supervisor 1), Marian/Taylor (supervisor 2), Desmond/Michael
- The rink is not in good shape. Jan and Marian to take a look at quotes and completing the rink improvement grant (due April 30<sup>th</sup>)

### Soccer – Darren

- New volunteer! Jenny will contact soccer centre for registration dates
- Will set registration dates at next meeting

- Prices will need to increase this year

Social – Maria

- Steak Night Saturday November 25<sup>th</sup>.
  - 66 People rsvp, attended by 56
  - Great prizes and a great night!
  - We raised \$1102.25

Members at Large

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

Secretary – Connie (absent)

Vice President – Sami (absent)

**10. New Business:**

None

Motion to Adjourn at 7:45 made by Jenny all in favour