

Minutes of the Silverspring Community Association

Tuesday, December 4th, 2018

Pleasureway Pub

Attendance:

Tammy Fitzpatrick, Karmen Maslin, Kyla Earle, Jen Anderson, Erin Elsasser, Adam Day, Eli Wachniak, Devona Saul, Brian Webb, Cora Cummins

1. **Call to Order:** Eli called the meeting to order at 7:12 pm and read the SCA principles.
2. **Approval of the Agenda:** Motion to approve agenda made by Kyla, seconded by Brian. Carried.
3. **Adoption of the minutes from November 6th, 2018:** Motion to adopt made by Jen, seconded by Erin. Carried.
4. **Business Arising from the Minutes:**
 - a. Intra-community BBQ – Eli attended the last meeting. Application for a grant will be made by the deadline of January 15th, 2019. All participating community associations will apply for the grant as a group.
5. **Chair's Report:**
 - a. Eli received an email from a concerned Silverspring resident regarding dogs not on leashes in the park. Eli will let the resident know that we will include reminders about picking up after your dogs and ensuring they are on a leash in our next newsletter (Erin) and on Facebook (Tammy).
 - b. On behalf of the intra-community BBQ committee, Eli asked Tammy if she would be willing to once again do the poster for the June 2019 BBQ? Tammy said yes.
6. **Treasurer's Report:** Kyla distributed a one page budget report on behalf of Danielle. As projected, there is a steady decline in revenues and the bank account. Danielle to approach individual coordinators regarding any question marks that were submitted with the budgets. Motion to adopt: Kyla. Seconded by Brian. Carried.
7. **New Business:**
 - a. Winter Fun Day – Yes there is interest in hosting a Winter Fun Day in the new year.
 - b. Ladies night out – Yes there is interest. Feedback leaned towards hosting an event that is more local. No interest in selling tickets before Christmas.
 - c. Outdoor Rink – Discussion around options and it was decided to try setting up a calendar where individuals/families can sign up to take care of the outdoor rink on a week by week basis. It would be great if Jeff could provide the following:
 - i. Supply a listing of the duties involved – flooding, shovelling, etc.
 - ii. Breakdown of the steps involved in flooding the rink, how often, supplies, best time of day, etc.
 - iii. Snow blower access??

Volunteers could sign up via "signup.com" or some other option. Jen Anderson has offered to help Jeff come up with a process to coordinate the volunteers.

Communications can occur via our website, Facebook, newsletter, portable sign, etc.

8. **Coordinator Reports:** Reports were emailed by Eli on December 3.
 - a. **Website:** Tammy updated the executive about the possibility of our contract regarding website tech support rates not being honored in the future due to ownership changes with the consulting company.
 - b. **Indoor:** Winter registration will be from January 5th to 9th, 2019 with programs starting mid to late January. In order to utilize the new function of our website to purchase one class at a time, drop ins will be offered for a select few classes in the new year in order for us to streamline our processes. It was decided to charge an administration fee of 15 to 20% (which translates to \$1.50/2.00 for each transaction) and that the purchaser can show their receipt to the instructor of the class, either paper copy or electronically on their phone. Drop in options will be offered after registration has closed.

Motion to adopt the coordinator reports made by Brian, seconded by Jen. Carried.

9. **Community Consultant Report:** Karen not present, nothing emailed.
10. **Motions:** Motion to elect Cora Cummins to the executive as a Member at Large was made by Eli. Kyla E. seconded. Carried. Welcome Cora and thank you for joining our team!!!
11. **Announcements:** Next meeting is Tuesday, January 8th, 2019 at 8 pm, Silverspring School Library.
12. Meeting adjourned at 8:20 pm.