

## Minutes of the Silverspring Community Association

Tuesday, February 6<sup>th</sup>, 2018

Silverspring School Resource Room

### Attendance:

Jennifer Anderson, Jeff Lindsay, Karen Farmer (City rep), Karmen Maslin, Kyla Earle, Craig Smith, Kathy Brander, Kyla Clarke

1. **Call to Order:** Kyla E called the meeting to order at 8:05 pm.
2. **Approval of the Agenda:** Motion made by Kathy, seconded by Craig. Carried.
3. **Adoption of the minutes from January 9<sup>th</sup>, 2018:** Motion to adopt made by Kyla C, seconded by Kathy. Carried.
4. **Treasurer's Report:** Kyla E circulated actuals to January 31, 2018. Not a significant difference from last month – website expense, small rink expenses and basketball have gone through. Motion to adopt Treasurer's report made by Kyla C, seconded by Craig. Carried.
5. **Business Arising from Minutes:**
  - a. Plant night update – Jeff reported that he will continue to look into other possibilities for delivering the Plant night. After speaking in more detail to the original company identified (they take care of organizing and purchasing supplies), it has been decided not to partner with them. Will discuss further with Dutch Growers and contacts at the Farmers Market. Still looking at March.
  - b. Portable sign update – Craig researched the options available and circulated a report (refer to attached). Discussion centered around the options and cost, possibility of renting the sign for off periods to the preschool, etc. and possibility of cost sharing with Ebenezer church. Craig to look into city permits required. Jeff made a motion – up to \$2,000 for Craig to spend on permanent signage pending permits and discussion with Ebenezer. Kyla C seconded. All in favor, carried.
  - c. Family Skate – short discussion on hosting a Family Skate at the outdoor rink on February 25<sup>th</sup> in the afternoon. Jeff to coordinate. Detect
6. **New Business:**
  - a. T-shirts – SCA to look into purchasing t-shirts for executive members resulting from discussions with the Strategic Planning Committee. T-shirts would allow the community to “distinguish and identify” who the exec members are at various functions (ie. city meetings and tradeshow, fun days, plant/wine night, etc.). Purpose is to improve recognition within the community and instigate conversations that will promote the community association and its events. Karmen has done some preliminary research into possibilities and has determined that the cost would be approximately \$300 or slightly less. Karmen will arrange to bring samples to the meeting in March or April for further discussion.
  - b. Year-at-a-glance Calendar – Kyla E discussed creating for internal purposes and to have one for every coordinator. Discussion around how to share (via Google Docs, etc.) ensued. Karen will provide Kyla with some examples.
  - c. Softball update – no coordinator for softball. An email has gone out to all families which participated in the past two years, no response received. Approximately 3 or 4 teams

last year. Send one last ditch message out via our website. Otherwise, we will direct any inquiries to other surrounding community associations that are in close proximity.

7. **Chair's report:**
  - a. Kyla E was recently contacted requesting that someone in our area run Jane's Walk – no volunteers.
  - b. Refer to attached Community Consultant report with info regarding the BRT/Transit plan workshop.
8. **Coordinator Reports:** Reports were distributed electronically by Kyla E in early February. Motion to adopt coordinator reports by Kyla C and seconded by Jeff. Carried.
9. **Community Consultant Report:** See attached.
10. **Announcements:** Next meeting is *Tuesday, March 6<sup>th</sup>, 2018* at the Silverspring Resource room at 8 pm.
11. Meeting adjourned at 9:35 pm.