

Minutes of the Silverspring Community Association

Tuesday, June 5th, 2018

Silverspring School Resource Room

Attendance:

Tammy F, Craig S, Jeff L, Karen Farmer (City rep), Karmen Maslin, Kyla Earle, Jen Anderson, Danielle H

1. **Call to Order:** Kyla E called the meeting to order at 8:05 pm.
2. **Approval of the Agenda:** Addition to the Agenda under New Business – portable sign message and purchase of logo. Motion to approve agenda with addition made by Jen, seconded by Norm. Carried.
3. **Adoption of the minutes from May 1st, 2018:** Motion to adopt made by Tammy, seconded by Jeff. Carried.
4. **Treasurer's Report:** June is the last month of the fiscal year. Please submit any expenses to Danielle a.s.a.p. Danielle distributed "actuals to June 4th, 2018" refer to attached. Still wrapping up transactions with the shared indoor programming, we are waiting to get paid from a few other community associations.
 - a. Jeff adopted Treasurer's report. 2nd by Craig. Carried.
 - b. Kyla E. is asking each coordinator to please take a closer look when preparing next year's budget as opposed to simply including same numbers from prior year. Our community and association has changed over the past few years and the change should possibly be reflected in the budget (ie. number of young children, etc.) Next year's budgets are due July 31st.
 - c. BBQ Fun Day expenses from Sunday, June 3rd: Due to proceeds from a donation jar and 50/50, food costs were only \$60. Kyla E. stated they have not had their follow up meeting yet however they do plan on organizing the BBQ as an annual event and will apply for various grants next year. A follow up meeting is planned in the next week or two and they will know more about how many participants were from each participating community, etc.
5. **Business Arising from Minutes:** None
6. **Chair's Report:** Joint use agreement policy with the SPSD and City – refer to Community Consultant report in point 9.
7. **New Business:**
 - a. AGM – **Saturday, September 8th** will be our Fun Day in the Park combined with our AGM. The Fun Day and AGM will be tied in to the Roughrider game at 2 pm, beer gardens, kids activities, food trucks, candy concession, etc. Will possibly look at hiring care for kids for a period of time to hold the AGM – possibly approach city summer program leaders or a Girl Guides group. AGM will be held at half time during the game. Indoor program registration is from September 5 to 9th – good to have the AGM during registration as a reminder to people to register and directly tie some of the work our association does for the community. More than likely set up closer to Mother Theresa area. A planning meeting will be held on Wednesday, July 11th at 7 pm on the deck of Rock Creek Grill.
 - b. See a.

- c. See a.
 - d. See a.
 - e. Printed Newsletter – last year was completed in June, kids delivered. This year would like to do in August, delivered the week of August 27th. It will be delivered by volunteers this year. Deadline for content is August 1st and will go to the printer week of August 13th.
 - f. July 11th AGM planning meeting will be our summer social gathering.
 - g. Portable sign – Craig and Tammy have discussed including our website address and logo on the sign. Cost is \$38 each. Decided will proceed with ordering the website address (included within original budget) and will look at ordering the logo next year. Theatre in the Park on July 13th will be advertised next. Preliminary discussion ensued about where to store the letters, etc.
8. **Coordinator Reports:** Website and rink reports were submitted, see attached. Social report provided verbally by Jeff – Plant night 16 people registered (half were SCA members, half non-members), lost approx. \$100, not a significant amount of time to organize, plan on organizing again next year; Learn to Cycle night attended by 6 participants, Bruce’s Cycle ran and was well received; sandwich boards have been a great way to promote events. Motion to adopt coordinator reports by Jeff and seconded by Craig. Carried.
9. **Community Consultant Report:** Karen distributed and read through her monthly report, see attached. Revisions to the joint use agreement with the school boards and city have been made, initiated by the school boards and the funding cuts they have undergone recently. Going forward the school boards have stated they will start charging all community associations \$5 per hour for all rentals and bookings of school space/gyms/etc. Since the majority of our indoor programming occurs in various school gyms, this is a significant cost increase. After much discussion at the city level, Karen stated that the city will cover this additional cost on behalf of the community associations.
10. **Announcements:** Next meeting is July 11th, 2018 at 7 pm on the patio at Rock Creek Grill. Our AGM will be held on *Saturday, September 8th* at the Fun Day in the Park by Mother Theresa School.
11. Meeting adjourned at 9:15 pm.