

Minutes of the Silverspring Community Association

AGM Tuesday, September 27th, 2016

Silverspring School Staff Room

Attendance:

Jennifer Anderson (Membership), Leanne Schellenberg (City of S'toon), Tim Kurtenbach (Civics), Kyla Earle (President), Jeff Lindsay (Past President), Norman Hain (Rink), Brian Webb (Basketball), Alicia Tiedjens (Vice- President), Leanne McLean (MAL), Kathy Brander (MAL), Kyla Clarke (Indoor Coordinator), Karmen Maslin (Secretary)

1. **Call to Order:** Kyla called the meeting to order at 7:30 pm. Introductions were made by everyone.
2. **Approval of the agenda:** Motion made by Tim and seconded by Jeff. Carried.
3. **Adoption of minutes from May 17, 2016:** Change to make regarding the quote by auditor for 2016 – (\$135.00) should read (\$135 per hour). Motion made by Jeff and seconded by Tim. Carried.
4. **Treasurer's Report:**
 - a. Review and approval of budget April 1 – June 30, 2016
 - i. Similar to May budget that was presented with small change – moved donations amount from social coordinator expense to treasurer expense.
 - ii. Kyla inquired about financial statements from May to September and what is required for ISC? Determined that as long as those months are accounted for within the applicable financial statements (June 30th is yearend, July 1st is beginning of new fiscal year), should be fine.
 - b. Budget for 2016-2017 – Motion to adopt made by Brian, seconded by Norm. Carried
 - c. Reminder to Executive members re: program reimbursement – email Danielle within the next two weeks for reimbursement. Include order number and position title. Cheques will be issued after the two weeks and arrangements can be made to either pick up from Danielle's mailbox or she will bring to the next meeting.
5. **Business arising from minutes:**
 - Tammy's Facebook report re: posting announcements. A Silverspring Community Association (SCA) entity should be created on Facebook so that executive members can post announcements themselves. There are concerns that members do not want it to go through their personal Facebook accounts. Caitlyn Montero (MAL) has expressed an interest in undertaking Facebook responsibilities, perhaps she could be approached to take on this responsibility.
 - New emails set up: each executive member has been set up with a new email account. Jen A. will send out instructions on how to forward SCA emails to another email account. Also, the filter on the new account can be adjusted to help eliminate spam. Tammy F. is the contact to set up if still required.
6. **Correspondence:** Annual reports from Meewasin Valley Authority and Saskatoon Police Service were distributed.
7. **Coordinator and Committee Reports:**
 - a. Tim (Civics) – no report
 - b. Jeff (Past President) – no report

- c. Norm (Rink) – new volunteer, Ian Rheaume, has come forward. Rink is in decent shape overall. Norm requested some additional dirt for the south east corner. Flooding to start around November 1st. Jeff to store the snow blower and will get the gas ready.
- d. Brian (Basketball) – 78 kids in total enrolled this season, involved some trading with other associations. 21 spuds, 13 minis, 11 bantam and 13 midget. Still looking for three coaches. Will send an email tonight and follow up with phone calls to all parents if coaches do not come forward. Alicia inquired about the possibility of contacting students at the Centennial High School who are required to do volunteer hours. Determined probably not feasible for this year as the coaching clinic is on October 2nd and games start October 15th. Season runs from October to March and coaches need a criminal record check completed (\$10 fee is reimbursed by SCA), Respect in Sport online course (free) and to attend coach clinic on October 2nd (free). The Kinesiology College at the U of S could be a future option also.
- e. Kyla (Indoor) – Overall fall enrollment numbers are significantly lower in most activities. Zumba remains quite popular. Indoor programs have typically generated significant revenues – may affect current year budget. Instructors are the biggest issue currently with significant turnover – Kyla is always looking for instructors and would like to try to recruit from within the community more. Refer to Indoor program report forwarded by Kyla E. on September 27th. Programming for the next term (ie. Jan 2017) was due and was submitted on September 21st - Same as last year. Going forward, would like to come up with new ideas and consider new programs to offer members of the community. Insert content from email directly into report here
- f. Peter (Soccer) – Presented by Kyla E. No budget. Currently moving equipment from locker to St. Joe's. Peter will be sending an email in the next week or two inquiring if anyone has some extra garage space to store some equipment for a short period of time. Soccer coordinators are Peter doing equipment, Amy coordinating teams and Krista communications. Soccer numbers also down significantly.
- g. Tammy (Web) – no report.

Motion to adopt committee reports made by Tim, seconded by Brian. Carried.

8. New Business

- a. Coach appreciation: no information available, move forward.
- b. MAL role: Look at defining the role of the MAL position. Would like to see MAL's at the monthly meetings and utilized further. Coordinators could reach out to a MAL with a specific assignment. Where there are vacant coordinator positions, MAL's could be asked to complete some of the tasks which are required for those positions (without officially becoming the coordinator).
- c. Meeting nights: Consider changing the SCA meeting night to align better with the City monthly reports. Instead of meeting of the 4th Tuesday, we will now meet on the 1st Tuesday of each month at 8 pm. We will skip October and our next meeting will be Tuesday, November 1st at 8 pm. Kyla E. will look for a location.
- d. Weather station request: Craig Smith has put forward a motion for the SCA to donate \$200 to the weather station pilot project and CMOS organization. \$50 would be used to purchase a rain gauge and the remaining \$150 would be used to offset the cost of an auto station. Committee has asked Craig to supply a letter of request before our next meeting and the executive will consider at that time.
- e. Cost of financial statements: Discussion regarding the fact that the grants received from the City do not cover the costs of purchasing insurance and having the financial statements reviewed by an accountant. Insurance and review of financial statements are required by

the City in order to receive the grants. Kyla E to attend the president's meeting hosted by the City in November.

9. **Community Consultant report:** Indoor programming submission was due September 21 and met. Leisure Guide draft will be provided next week for minor edits. Rink coordinator workshop hosted by the City is October 22nd. President and Treasurer workshop is in November as well as the grant writing workshop. On Saturday, October 2nd the Saskatoon Open Door Society is hosting a workshop from 11 am to 2 pm at Station 20 West on how to get newcomers involved in volunteer opportunities.
10. **Election of Officers:** Resignations of Shelby Landreth and Nadine Bourque accepted. Alicia Tiedjens nominated for the Vice President position by Brian. Voted and carried.
11. **Announcements:** Next meeting is Tuesday, November 1st at 8 pm. Location TBD.
12. Meeting adjourned at 9:15 pm