

Minutes of the Silverspring Community Association

Monthly Meeting of the SSCA

January 27, 2015

Mother Teresa School Library

Attendance: Kyla Earle (Vice President), Danielle Humble (Treasurer), Adeana Webb (Secretary), Cary Dziadyk (Reg/Membership), Erin Elsasser (Indoor Coordinator), Tammy Fitzpatrick (Web Coordinator), Norman Hain (Rink Coordinator), Angie Kels (Indoor Coordinator), Carey Tufts (Communications), Brian Webb (MAL)

1. **Call to Order:** Kyla called the meeting to order at 8:10 pm.
2. **Approval of the Agenda:** Motion made by Angie and seconded by Brian to approve the agenda.
3. **Adoption of the Minutes:** Motion made by Carey T. and seconded by Danielle to adopt the minutes of the November 25, 2014 meeting.
4. **Treasurer's Report:** Danielle reported that she needs a Deposit Only Card to do community association business at the bank. The last one was lost with a previous treasurer. The bank will cancel the last card and issue a new one to her with three signatures on a copy of this month's minutes. Motion was made by Brian and seconded by Carey T. to adopt the treasurer's report as presented.
5. **Business Arising from the Minutes:**
 - a. **Details of Engagement Survey** – Ideas were discussed about the wording of some of the Survey Monkey questions regarding the use for the Park Enhancement Grant. Motion was made by Angie and seconded by Norm to allocate \$50 for a Gift Card for the winner of a draw from all the respondents of the Survey Monkey questionnaire.
 - b. **Results of the Park Enhancement Grant Special Meeting** – At a separate meeting, it was decided that the SSCA will take off certain items from the grant application to pare down the cost of the final estimate. Items like Pet Waste Stations, a Recycling Bin and extra Garbage Bins will be taken off the original application to see if the project cost can be reduced. Marieke reported that the cost was going to be twice as much as we originally were quoted for the entire project based on information she received from a colleague. It was also suggested to change the picnic tables to be a heavier version of the original quoted ones so that they would not have to be secured to a cement base therefore saving money on the labour to do this part of the project.
6. **New Business:**
 - a. **Indoor Registration** – It was suggested that one of the coordinators should have access to all of the information regarding on line registration, website and memberships so that they could make sure all of the programs started on time, participants were notified of any changes and wait lists were kept up to date and told of class availability as it pertained to shared programming.

- Also, we need to provide the SSCA website link for Evergreen CA so that their residents have the information they need to register for Silverspring's classes on their Facebook page and website.

b. Newsletter Distribution – It was decided that we wait for the Survey Monkey results before deciding on whether to go with only one printed copy of the newsletter each year. There were more registrations on line this last season when some streets did not receive the paper newsletter so we found that people were already looking to the website for this information. We could post the website information on school bulletin boards, school newsletters and the public library.

c. Winter Fun Day – Kyla will look into having a Winter Fun Day later on when we have more snow.

d. Deposit Only Card – Danielle reported on this above in her treasurer's report. (Item 4)

7. **Chair's Report:** No correspondence this month.
8. **Coordinator Reports:** Angie reported on a problem with the Dodgeball night regarding it being unsupervised. A parent had a concern with this so it was decided in the future when we post this program on the website or newsletter that it states plainly that the program is unsupervised. Other coordinators mentioned that we have other programs that are unsupervised like the rink activities.
 - A Softball Coordinator is still needed so that we can run the softball program this spring. Without one, Silverspring softball participants will be referred to the surrounding CAs that are running their own programs.
 - Motion was made by Angie to adopt the coordinators' reports as presented and seconded by Tammy. (Other reports are attached)
9. **Community Consultant Report:** Marieke attended the Park Enhancement Grant Meeting before the SSCA meeting and had to leave to another meeting.
10. **Announcements:** Next meeting is on Tuesday, February 24, 2015 in Silverspring School at 8:00 pm.
11. **Adjournment:** Meeting was adjourned at 9:30 pm. Motion was made by Brian and seconded by Norm to adjourn the meeting.