

## **Minutes of the Silverspring Community Association, Monthly Meeting of the SCA**

**April 26, 2016**

### **Mother Teresa School Gym**

**Attendance:** Kyla Earle, Jeff Lindsay, Kathy Brander, COS Community Consultant: Leanne Schellenberg, Jennifer Anderson, Danielle Humble, Cary Dziadyk, Erin Elsasser, Kathy Brander, Tammy Fitzpatrick, Norm Hain

#### **Approval of Agenda by Cary, seconded by Tammy**

1. **Adoption of minutes** from March 22, 2016 **Motion to adopt by Tammy, seconded by Cary**

2. **Treasurer's Report:**

-Overview of financials provided up to March 31

-T2 Corporate Tax Return: Leanne suggests some have submitted and some have not. Refer to staff accountant for advice.

-Due to requirements with COS grants, a financial review will be required. We cannot waive the requirement for COS grant.

-Motion: Kyla motions to allocate up to \$2000 for a licensed accountant to perform a financial review of the 2015/2016 financial. Seconded by Norm. Passed.

-Changing of year end date. Danielle suggests a fiscal year end change to June 30 or July

31. This will need to be passed at the AGM.

**Motion to adopt the Treasurer's Report and the year-end financial statements, Cary.**

**Seconded by Kyla.**

3. **Business Arising from Minutes:**

a. Storage Unit: Cary suggests to reduce our inventory of basketballs by 2/3. Many financial statements in storage as well. Need to plan a time for group to clean out. Cary and Jeff to plan a date before June for cleanout of St. Joes.

b. AGM Date: May 17, 7-8pm, Silverspring School

c. Traffic Review Meeting Upcoming, please join.

d. Community Garage Sale – Similar plan to last year, about 9-3:30. Include map of registered sale submitted to a generic email. Tammy to make the maps. Jeff to ask Tim to book the tent for the night. Tammy to research potential corporate sponsors for that day.

4. **New Business**

a. COS Grants – Rink due May 15, Norm to complete. Operating grant due April 30, Jeff to complete. Leanne believes Indoor program grant and Cost as a Barrier grant.

b. AGM:

i. Selected to be May 17, likely will be another in September to kickoff the year.

ii. Mission and Vision –ask board to reflect on these and on objectives in the bylaws.

iii. Volunteer Handbook – Kyla continues here work on this

- iv. E-blast notification including AGM Date, list of open positions, and reference to website/facebook to be put together by Tammy and Jeff
  - c. Budget Development – Develop budget based on previous year timing. Contact Jeff or Danielle for assistance. Submit to Danielle by May 9.
  - d. Yellow Fish Road Program – No interest at this time. Potential for a future involvement.
  - e. Facebook Page Admin – Janice no longer on board but as original admin for the page, she must stay on. All other admin are up to date.
  - f. SCA specific emails – Interest from the board. Tammy to get a quote of any costs related and the board will decide if it will move forward with this.
  - g. Social Events
    - i. Theatre in the Park – July 11<sup>th</sup>. Free snacks for kids to be planned.
    - ii. Rider Event – tabled discussion to Sept. Potential for October 15
    - iii. Fun Day – Sept 10. SaskEnergy sponsorship application completed.
- 5. Coordinator Reports**
  - a. Motion to accept reports as submitted by Kyla, seconded Tammy.
- 6. Community Consultant report:** Check your emails for information.
- 7. Announcements:** Next Meeting AGM May 17
- 8. Adjournment (9:52):** Motion by Tammy, second by Danielle.