

Minutes of the Silverspring Community Association

Annual General Meeting

2016-05-17

Silverspring School Library

Attendance: Tammy Fitzpatrick (Web and Social Media), Cary Dziadyk (Softball), Norm Hain (Rink), Tim Kurtenbach (Civics), Brian Webb (MAL)), Kyla Earle (VP), Jeff Lindsay (President), Jennifer Anderson (Membership), Danielle Humble (Treasurer), Erin Elsasser (Social), Peter Brown (Soccer), Leanne Schellenberg (City of Saskatoon), Zach Jeffries (City Councillor), Craig Smith, Josh Friske, Leanne Mclean

- 1. Call To Order:** Jeff called the meeting to order at 7:00PM
- 2. Approval of the Agenda:** Motion made by Brian and seconded by Danielle to approve the agenda. Carried
- 3. Adoption of the June 23rd AGM Minutes:** Motion made by Tammy and seconded by Brian to adopt the minutes. Carried
- 4. Treasurer's Report:**
 - **Cash:** \$100.00 Petty
 - **GIC:** \$36,000.00
 - **Bank Account:** 40,000.00
 - There are still outstanding payables/receivables at AGM date
 - Budget is now more reflective of actual co-ordinator costs
 - Create a new line item labelled DONATIONS
 - Youth Grant money to be moved from Social budget to Indoor Programming budget
 - Auditor for 2016: Bjorn Sigurdson 1,350.00 quote (\$135.00/hour)
 - **Adopt Budget:** Motion: made by Tim, seconded by Erin. Carried
- 5. Business Arising From Meeting:**
 - **None**
- 6. Correspondence:**
 - **None**
- 7. Reports of the Coordinators and Committees**

Softball Coordinator

We do not have as many kids registering for ball as in previous years. Our equipment and uniforms need to be replenished. I am slowly trying to get that done. This year I received a set of used bases from SMSL. Tim Horton's has sponsored the LTP program, but over the last two years has not sent enough t-shirts for all of the kids, so only the Blastball age group has been fitted with t-shirts. If the

numbers do not increase, we may have to look at discontinuing softball in Silverspring. Next season I will start promoting softball earlier and hope to get the numbers up. We increased fees by \$10 this year. We coordinate our fees with WUHCA.

Basketball Coordinator

Unfortunately, we did not have a coordinator this past year for Basketball. Cam Hazen helped Lana get the teams set up this year as well as find coaches and book some gym time for our teams to practice. Lana decided the Basketball coordinator was not a good fit for her. Cary ended up taking it on from there as Cam was busy helping with soccer.

SMBA will be implementing a program that will have each player purchase their own jerseys. It will not be in effect until the 2017 season I believe. That is great news as our uniforms are quite worn and are in need of being replaced, so we will use them for one more year and retire them.

The coaches informed me this year that they do not require 7-9 balls for practices. Every child that plays, brings their own ball to practices. They would like 2-3 only and some will not take any next year. We will be going through our inventory and reduce it accordingly.

This year we coordinated our fees with WUHCA and EACCA.

We need a coordinator in place by mid July to begin setting prices and getting info to website coordinator for registration to begin in August. If no one volunteers, there will be no basketball in our community, which is unfortunate, as our numbers are good and we will see a profit for improvements in our community.

Website Coordinator Report

Silverspringcommunity.ca email addresses have been created for each position on the board of directors. Email addresses, username and passwords will be handed out to the newly elected board as well as updated on our website. Silverspring email addresses can be forwarded to another email address which you will be able to setup in the mail preferences under filtering. Please note that all emails that are forwarded to another email address need to be replied to by logging in under the Silverspring email address otherwise you will be replying from your personal account.

Facebook/Website Posts

Moving forward in the new year, I feel that it is best that Facebook posts be made by the board member that they pertain too. For example, if we have an event or program registration then that coordinator responsible will post the announcement to Facebook. If we are looking for volunteers to help get the rink ready then this post comes from the rink coordinator. All other general Facebook posts will be my responsibility (ie. communications from Leanne etc.). This will ensure that any feedback or questions will be directed to the individual that is responsible as well as give them a face in the community. If there is information of an event or an announcement that needs to be posted to our website section "Current News" I ask that the board member needing this posted email me exactly what they would like it to say and I will put it on the website. I have spent a considerable amount of time this past year developing content for posts so this will be tremendously helpful in the future.

Newsletter

Going forward this year I am proposing that we simplify the newsletter by doing the following:

- do not offer any paid advertising, this is more hassle than it's worth and if we choose to print one newsletter a year it would not even cover half of the cost to print it
- print a limited run, just a few copies so that we meet our obligation to the city and get the message out that we are going GREEN
- produce a condensed version of the newsletter with; message from the president, upcoming event dates, any event info, program registration info, list of board members and a short paragraph from the schools, get the message out that we are going GREEN, a message asking them to go to our website for program info, look in the leisure guide, and like us on Facebook (2 pages max.)
- with the exception of the one printed copy, all newsletters will be sent out via our e-blast
- by cutting back on the info we place in the newsletter, getting rid of paid advertisers, only printing a few copies of the fall newsletter to avoid spending \$1,500 plus on printing, we would no longer need to find volunteers to deliver the newsletter
- If we were to condense the workload of the newsletter this position could be combined with the website coordinator position.

Indoor Coordinator

For Kids Indoor programs all instructors submitted their time sheets except for one (Sport ABCs) who did not submit either Fall or Winter and will not return email or phone calls.

The amounts owed for indoor programs from other associations were summarized for kid and adult programs, and invoices will be submitted to these associations by Danielle. We are still waiting for Willow grove, Evergreen, and EACCA (Winter_kids) to submit their invoices to us.

The northeast community association indoor coordinators met at the end of April to go over the Fall programs. All Silverpring Adult and kids programs will be shared. We will offer the same programs except for kids dance this Fall.

Retaining a motivated instructor for dance proved to be very challenging last year. The schedule has been submitting to Erin E. to book facilities for the Fall.

Membership Coordinator

Total number of active Silverspring Community Association Memberships for the 2015-16 membership period were 341. This is down from 457 in 2015 (taken from AGM minutes from May 2015)

- 67 program registrations were from other community association members

- Silverspring Community Association membership fees are currently \$10 per family per year. This is in line with most other community associations surrounding our area.

Other Community Association Membership Fees:

Sutherland Forest Grove Community Association Membership is \$10

Evergreen Community Association Membership is \$10

Erindale Arbor Creek Community Association Membership is \$10

Briarwood Community Association Membership is \$15
Stonebridge Community Association Membership is \$10
College Park Community Association Membership is \$10/individual or \$15 per family

Adopt Coordinator Reports: Motion made by Tim, seconded by Peter. Carried

8. New Business

- Mission, Vision, and Article 7
 - i. Jeff suggested we make the reinvention of our vision and mission a focal point of the upcoming year; discussion delayed. A separate and dedicated meeting should occur to discuss this.
- Membership fee: discussed raising fee to \$15.00, but decided to keep it at \$10.00
- **Bylaw Update:**
 - i. **Bylaw Update: Change of Fiscal Year.**
Change to: The fiscal year end of the Association shall be July 1 – June 30

Adopt Bylaw Change: Motion made by Danielle, seconded by Norm. Carried.

9. Election of Officers:

Motion made by Jennifer and seconded by Cary to accept the resignations of the following:

Jeff Lindsay (President)	Tim Kurtenbach (Civics)
Kyla Earle (Vice President)	Tammy Fitzpatrick (Website)
Danielle Humble (Treasurer)	Brian Webb (MAL)
Norm Hain (Rink)	Cam Hazen (Basketball)
Peter Brown (Soccer)	Amy Wood (MAL)
Cheryl Balzer (Soccer)	Stefanie Wong (Soccer)
Erin Elsasser (Social)	

- **Transfer of President to Past-President**
- **Elections of Board**

President: Kyla Earle	Communications Coordinator: VACANT
Vice President: VACANT	Social Coordinator: Erin Elsasser
Treasurer: Danielle Humble	Basketball Coordinator: VACANT
Secretary: Carmen Maslin	Web and Social Media Coordinator: Tammy Fitzpatrick
Indoor Coordinator: x 3 VACANT	Civics Coordinator: Tim Kurtenbach
Rink Coordinator: Norm Hain	Members at Large: Leanne Mclean, Josh Friske, Brian Webb, Craig Smith
Soccer Coordinator: Shelby Landreth / Peter Brown (equipment)	

Positions still needing to be filled for the 2015-2016 year include Rink, Indoor, Newsletter, Secretary, Membership, and MAL's.

Next Meeting September 2016 (TBA)

10. Adjournment

Jeff adjourned the meeting at 8:20 PM