

Minutes of the Silverspring Community Association

Tuesday, November 1st, 2016

Silverspring School Staff Room

Attendance:

Craig Smith (MAL), Tim Kurtenbach (Civics), Kathy Brander (MAL), Tammy Fitzpatrick (Web/Soc Media), Erin Elasser (Social), Brian Webb (Basketball), Danielle Humble (Treasurer), Jeff Lindsay (Past Pres), Leanne Schellenberg (City rep), Cary Dziadyk (Softball), Karmen Maslin (Secretary), Alicia Tiedjens (VP)

1. **Call to Order:** Jeff called the meeting to order at 8:00 pm. Introductions made by new members present.
2. **Approval of the Agenda:** Motion made by Brian, seconded by Tim. Carried.
3. **Adoption of the minutes from September 27, 2016:** September 27th meeting was an AGM and therefore those minutes will need to be adopted at the next AGM. Motion made by Tim, seconded by Erin. Carried.
4. **Treasurer's Report:** Danielle provided copies of the actuals to October 31, 2016 and of the budget to actual for the 2016/2017 year (see attached). In summary, the SCA is financially on track to prior years. Danielle has only received requests from three executive members for their \$50 reimbursement. Motion to adopt Treasurer's report made by Brian, seconded by Tammy. Carried.
5. **Business Arising from Minutes:**
 - a. Craig provided a formal letter of request for a \$200 reimbursement for the weather station sponsored by the Canadian Meteorological and Oceanographic Society. They have plans to expand the project to Moose Jaw. Alicia made a motion to approve the \$200 request, Tammy seconded. Carried.
6. **New Business:**
 - a. Indoor registration – review of sub-committee meeting held Oct 27: Alicia and Kathy met with Kyla to brainstorm new ideas for indoor registration programming. Refer to attached coordinator reports for a summary of the meeting. Kyla remains the primary contact however Alicia and Kathy will assist in the upcoming winter and spring/summer registration processes.
 - b. Newsletter: The city mandates that each community association provides at least one printed newsletter to its community a year. A new volunteer for the newsletter coordinator position will begin in January of 2017. Tammy proposes the following:
 - i. That an e-newsletter is distributed in December 2016 directing the community to the Leisure Guide and online registration for the winter programs.
 - ii. That a paper newsletter is printed and distributed to the community in the spring/fall to include ball and soccer programs.

Tammy's proposal was well received and Kathy has offered to coordinate the volunteers for the delivery of the spring newsletter. There was a brief discussion about the prohibitive costs of mailing the newsletter which has been researched in the past. Our

next SCA meeting on Tuesday, December 6th is the *final* deadline for the December newsletter, provide your content to Tammy.

- c. Winter Fun Day: Erin requests anyone to provide some input. Will be very similar to last year. Refer to attached coordinator reports.
 - d. Coach's gifts: Danielle will look at prior year records to determine what has been done in the past. Kyla to discuss at next meeting, discussion centered around cash vs. gift cards and consideration of increasing amounts.
7. **Chair's report:** It was agreed that the executive members are fine with meeting in the staff room at Silverspring School for the year.
 8. **Coordinator Reports:** Reports were distributed electronically by Kyla on October 30th and they are also attached to the email distributing the November 1st minutes. Erin made a motion to adopt and Brian seconded. Carried.
 9. **Community Consultant Report:**
 - Electronically emailed by Leanne on November 1st and attached. Item to note are the President, Treasurer, and Grants workshops available at the end of November.
 - There is a new "Learn to Skate" program available for the community association rinks (sponsored by Global Gathering Place) – they will provide the instructors and programming for 1 hour/week for 6 weeks, need rink space only. SCA executive members voted to participate in this new program by offering our outdoor rink by Silverspring School. Volunteers and donations of skates and helmets are also accepted.
 - Leanne also confirmed that she should continue to send her email communications to personal email accounts and not the community association email accounts.
 - In regards to SCA receiving grant money, there was a brief discussion about whether or not we wanted to sign up for EFT. Danielle's preference is to continue receiving cheques.
 10. **Election of Board position:** Nomination of Christa Boersma to Soccer Coordinator. Voted on and passed.
 11. **Announcements:** Next meeting is *Tuesday, December 6th, 2016* at the Silverspring School staff room at 8 pm.
 12. Meeting adjourned at 8:50 pm by Craig, seconded by Erin.