

Wildwood Community Association  
Executive Meeting Minutes  
November 27, 2018 7pm  
Bishop Pocock Library

Present: Pat Hauser, Mark Planchot, Katherine Skelton Rogalski, Kelly Liu, Tracy Zhang, Myrnalyn Balzer, Danielle Proulx-Gaudet, Nicole Roe, Chris Gillings, Kari Froehlich

Call to order 7:08pm

Approval of the Agenda 1st Danielle Proulx-Gaudet and 2nd Myrnalyn Balzer

Approval of Minutes from October 9, 2018 1st Myrnalyn Balzer and 2nd Danielle

1. Old business

- Mark Planchot and Nicole Roe met with Melissa Z. to discuss Indoor Coordinator role
- New Registration forms from Kari, looks good she is going to add a blurb regarding the refund policy.
- Winter Carnival: Danielle and Danae to discuss the Winter Carnival ideas and get contact info. Date set for February 24th, 2019 from 1-3pm in the afternoon so not at the same time as soccer. Spring registration will happen that day as well. Names taken for a group to help with the Carnival (Nicole, Danielle, Kari, Patrick and we assume Erin). **ACTION item** Danielle to contact Bailie to rent space 35\$/hr for the gym during the Carnival.
- Rink: E-vote of \$993.45 for the lights for the rink was done, Chris will track down Erin for a cheque. Donation of \$200 from Allan Construction was made **ACTION item** Chris will track down Erin to get a receipt for them. In spring we are interested in levelling the rink with a bobcat. Mid March Chris and Mark will go out and assess the rink to make a list of improvements needed ie; paint for the shack and boards (Grant available in spring).
- Basketball: **ACTION item** Mark and Pat to figure out property lines for who the land owner is. Then a plan can be made on how the WCA can get involved in the repairs.

2. New Business

- December meeting/social wind up December 11th, 2018 7:30pm meeting at Bishop Pocock with spouses invited after 8pm. Approval of Kari to spend \$350 for snacks and refreshments. **ACTION item** Pat and Robin to discuss Newsletter and review of Newsletter will occur at December 11th meeting.
- Corridor Planning Program Open House January 2019: 8th st Bus Rapid Transit is trying to make 8th more pedestrian friendly. There is a meeting downtown and/or they

can come out and talk with us. **ACTION item** Patrick, Robin and Mark to figure out a date for the person to come out and talk with us.

-Next meetings will be Jan.22nd and February 26th with the 4th Tuesday of every month.

- Redcross Stay Safe (9-11yr olds) and Babysitting (12-14 yr olds) courses: maybe offer it in the spring program. Run by instructors through Red cross. It might cost around \$30-\$40 per student. Maybe cost as a barrier money could be spent here. **ACTION item** Kari to look into what other associations charge for this program.

### 3. Reports

President, Past President, Vice President, Treasurer and Secretary Absent.

-Indoor Coordinator children/youth (Patrick): Grant for youth activity from the city applied for and waiting for approval. If we get it, it would happen with instructors (who would volunteer their time) and programming from the Confucius Society. We would need to source out some supplies. This will happen Friday's at Wildwood small gym from 7-8pm and is aimed at 10-18yr olds.

-Indoor Coordinator adult (Nicole): **ACTION item** Collaboration with Riverside program for pickle ball equipment and members. Might be able to have them come and not have to buy equipment. If not we will need to spend aprox. \$703.89 for equipment with a projected break even date of one year, after which time it would be all profit. Idea to charge \$10 for registration which will allow access to the courts which will be open Fridays in the Wildwood Elementary Big Gym 6:30-8:30pm. Offering both Yoga's, Cardio kickboxing and Shine Dance Fitness (the next Jazzercise). Because of the date of registration and the date that they start we may have to pay a cancellation fee for the first week if we decide to cancel any classes.

- Communications and Newsletter absent.

-Membership Coordinator (Kari): New form almost done.

-Event/Social Coordinator (Danielle): Needs someone to run or help lead Kindersport in Winter, will ask the parents at registration. No special requirements because the parents all have to stay and are responsible for their own children. **ACTION item** Mark to bring info regarding how other associations manage criminal record checks.

-Soccer Coordinator (Myrna): nothing new to add.

-Basketball Coordinator (Tracy): needs cheques from Erin, will track her down.

- Rink Coordinator (Chris): see old business.

-Community Consultant (Mark): Added Bailie's schedule to his info, remember it is two weeks notice for Bailey to add or cancel spaces without penalizing WCA.

**ACTION** item Danielle to contact Bailie to book for Winter Carnival **ACTION** item to Robin to make sure registration day is in the newsletter and **ACTION** item to indoor coordinators that we have our sign up sheets ready for registration day.

- Members at large: **ACTION** item Mark and Pat to follow up with Robin RE: the Heritage area being missed during newsletter canvassing. Many community members voiced that they are willing to help hand out. Discussion of how to hand out at apartment buildings.

Adjourned 8:24pm 1st Myrna and 2nded Danielle

Next Meeting Dec.11th at 8:30 pm at Bishop Pocock School

**Planchot, Mark (CY - Recreation & Community Development)**

**From:** Treasurer Wildwood <treasurer@ourwildwood.ca>  
**ent:** Tuesday, November 27, 2018 6:03 PM  
**fo:** Planchot, Mark (CY - Recreation & Community Development); Robin Mowat; Patrick Hauser; Amy Josephson  
**Subject:** Treasurer Report

Sorry to not be there tonight. Amy, I copied you so you would have the info for minutes even though you aren't taking minutes tonight.

My Treasurer report is as follows:

1. I am afraid I made a mistake trying to switch to Gnu cash. It's a double entry book keeping program that is more complicated than I am able to handle easily. I would like to look into a simpler software system but I am not sure how much is reasonable to spend on software. Thoughts? I'll try and bring research to our next meeting. If anyone has ideas I'd love to hear them.

2. I have deposited all the cheques I have received with the exception of the KidsSport cheque that I haven't taken to the bank yet.

3. In October I wrote a cheque for \$7300 at Tracy's request. Nov 14th, Tracy asked me to write a \$8,700 cheque to SMBA. The difference is a bantam boys team. I will write the cheque for the difference this week.

4. I've paid all the outstanding basketball transfers we owe. I am still waiting on cheques from several communities:

Wildwood Receivables:

Lakeview	(\$760.00)	Confirmed	Wait for check
Brevroot Park	(\$675.00)	Confirmed	Wait for check
Lawson Heights	(\$225.00)	Confirmed	Wait for check
Sutherland/Forest Grove	(\$340.00)	Confirmed	Wait for check
Willowgrove	(\$170.00)	Confirmed	Wait for check

5. Bank fees for November are \$6.45 rather than the \$3.95 I would expect but since that bank statement hasn't arrived yet I haven't talked to the bank.

6. I have been told several times that Scotia Bank can't do two to sign online banking. Affinity Credit Union does do two to sign online banking and I would like to explore the idea of moving our account to there. The non profit account my school's Parent Council holds pays only \$1/month in fees for printed bank statements.

7. I have receipts for basketballs, stamps and ice packs. The total is \$270.95. I will write the cheque for this this week as well. The ice packs were 24/\$27.33 from Amazon. We hopefully don't need that many but they are \$7-8/ each from Shoppers and we have already had two injuries on the midget team this year. If any of the other basketball or soccer teams need any we can for sure pass them along.

8. Our current bank balance \$16,364.16

9. I have written the cheques for the instructors for Yoga and Jazzercise.

10. Questions or concerns please email.

## **Planchot, Mark (CY - Recreation & Community Development)**

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**From:** Planchot, Mark (CY - Recreation & Community Development)  
**Sent:** Wednesday, November 28, 2018 9:33 AM  
**To:** 'Treasurer Wildwood'  
**Cc:** Amy J (Secretary - WCA); Nicole R (Adult IC - WCA); Patrick H (IC - child/youth) WCA  
**Subject:** RE: WCA Treasurer Report

Hi Erin,

Thanks for this report! I have included Nicole (who did minutes) so that she has the email to print and add to the minutes. Unfortunately I did not see your email until today, so neither Pat (who chaired) or I covered any of these questions at the meeting!

My only comments to you are:

#1 - I will ask around as well on software packages as well, and bringing an idea of cost to the Dec 11 meeting is a great idea (the meeting starts at 7:30 that night by the way).

#4 - let me know if you don't receive these payments by our Dec 11 meeting and I can help you follow up with the CAs.

#6 - I have heard that a 2 signer on-line banking system is possible, but is more expensive of an account than CAs would typically get (\$30-40 per month). If you can find a way of getting an on-line bank account that is not too expensive and can prevent fund transfer between accounts without 2 signers/2 passwords, then I know many CAs who would be interested! Good luck on your investigation ☺.

Great job on managing the finances Erin - many executive has mentioned to me how much they appreciate all the work you do for the WCA.

Cheers,

Mark

**Mark Planchot | tel 306.975.2942**

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**From:** Treasurer Wildwood [mailto:[treasurer@ourwildwood.ca](mailto:treasurer@ourwildwood.ca)]  
**Sent:** Tuesday, November 27, 2018 6:03 PM  
**To:** Planchot, Mark (CY - Recreation & Community Development) <[Mark.Planchot@Saskatoon.ca](mailto:Mark.Planchot@Saskatoon.ca)>; Robin Mowat <[robin.mowat@gmail.com](mailto:robin.mowat@gmail.com)>; Patrick Hauser <[patrick.hauser@usask.ca](mailto:patrick.hauser@usask.ca)>; Amy Josephson <[amyjo42@gmail.com](mailto:amyjo42@gmail.com)>  
**Subject:** Treasurer Report

Bailie's Report  
(Facility Coordinator)

**Planchot, Mark (CY - Recreation & Community Development)**

**From:** Programs . <programs@ourwildwood.ca>  
**ent:** Monday, November 26, 2018 8:47 PM  
**To:** Planchot, Mark (CY - Recreation & Community Development)  
**Subject:** Report for meeting  
**Attachments:** tentative winter 2019 bookins.xlsx; Wildwood Community Association Winter Program Schedule.docx; jan-mar.pdf; jan-mar.pdf

Hi Mark,

I'm not able to attend the meeting tomorrow due to other commitments, so here is my report. I have attached a few things, if you want to print a couple copies, otherwise I will email to the program coordinators. I have attached the household calendars just so everyone can see. I also made a couple documents that has all the information needed.

**A couple things to bring up for me:**

- ① -I need to know the date and location for the Winter Carnival event so I can book the gym if needed.
  - ② -I made changes for 2 programs (Yoga and Pickleball) to different gyms (regular gym booked). If Nicole doesn't want that, let me know so I can make alternate changes.
  - ③ Also just a reminder to give me notice if you need to change program. Hopefully this time around it is more smooth as I got what everyone asked for. Also to remind everyone to be understanding of the cancellations I send them, a couple times I found out the day off. Both public and catholic have been okay giving me notice, (except a couple times) but to remember I can't control their cancellations and that I will do my best to find another gym. \* 2 wks notice → 1 for Basket, + 1 for school rentals.
- If anyone has questions, please send me a email to this email.

Bailie



**Wildwood Community Association**  
Email Motion

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On Nov 6, 2018, at 7:33 PM, Chris Gillings <gillings\_chris@yahoo.ca> wrote:

Hey Everyone,

After much searching I have not found many options for replacing the light bulbs on our outdoor rink and the only options I've found so far fairly pricey. Mid West and Stein have trucks that have extending buckets on them that could do the work for about \$150 per hour plus tax and bulbs, and they estimate it will take 2-3 hours once they determine the bulbs needed, and then replace each of the 6 bulbs.

The other option is to find a local person who is trained to operate a man lift that we can rent. The problem with that option is that it is nearly as expensive as the cost for a contractor as the rental equipment is \$300 for the day plus a \$120 delivery charge each way as they will not allow us to take it ourselves. So in the end with tax the cost is nearly as much as having a contractor do it.

I have decided rather than spending the usual \$450 on tuning up the snowblowers we use that money to get the lights replaced. I propose that the committee allow me to secure either Mid West or Stein Electric to do the work, and to choose the option that is the least cost. I'm still looking at other options so if you know of anything please send it my way.

Please reply to this email with your response as to whether you are in agreement with my proposal to get the lights replaced with a cost ranging from \$500-800 based on the quote I receive. Once I get the quotes for the work I will send them along as well, however I wanted to send this out ASAP as we are likely going to start flooding the rink this week and our meeting isn't for a couple more weeks yet. Both contractors would be available to do this work as early as Tuesday or Wednesday next week.

Thanks. Chris

**MOTION to secure a contractor to replace the light bulbs at the outdoor rink as detailed in the email from November 6th.**  
**Chris, Kari.**

Voting - In favour - Nicole Roe, Pat Hauser, Erin Mitchell, Myrnalyn Balzer, Jaimie Lemire

Once 7 votes in favour were had voting was closed and the motion was passed.

**CARRIED**



## **Planchot, Mark (CY - Recreation & Community Development)**

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**From:** Planchot, Mark (CY - Recreation & Community Development)  
**Sent:** Wednesday, November 28, 2018 9:20 AM  
**To:** Nicole R (Adult IC - WCA)  
**Cc:** Patrick H (IC - child/youth) WCA; Amy J (Secretary - WCA); Robin M (VP/Newsletter - WCA)  
**Subject:** WCA - Nov 27 Minutes

Thanks so much for chairing last night Pat and Nicole for taking minutes!

Nicole - a couple of things to note as you are preparing these minutes and adding the evote summary to them:

1. The attached document Amy has included summarized the email voting that took place for the rink lights. She has stated that only 7 were required to be a majority, however, that was an error on my part, as it was supposed to be 9 votes made majority (16 voting members on board). Although 9 votes were needed, at the meeting last night Danielle said she was in support of this motion but did not send her email vote, and Bailie did email her vote of support as well (on Nov 14, 2018 - I still have the email). That brings it to 9 votes. If you would like to add this email to Amy's evote summary that would be good.
2. Hopefully you can open the google docs that Amy sent (which have the Oct minutes as well as the evote summary). If you can't, just email Amy and she can give you access.
3. Once the minutes are ready if you want to run them by Pat and myself we can help make edits before the final draft version is sent to Amy (so that they can be approved at the Dec 11 meeting).

Thanks Nicole,

Mark

**Mark Planchot | tel 306.975.2942**

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**From:** Amy Josephson [mailto:amyjo42@gmail.com]  
**Sent:** Tuesday, November 27, 2018 5:30 PM  
**To:** Planchot, Mark (CY - Recreation & Community Development) <Mark.Planchot@Saskatoon.ca>  
**Cc:** Chris Gillings <gillings\_chris@yahoo.ca>; Danielle Proulx-gaudet <daniplx@hotmail.com>; Kelly <kellyliu@immabc.com>; Patrick H (IC - child/youth) WCA <patrick.hauser@usask.ca>; Bailie Patton <bailiep10@gmail.com>; Jerrett B (President - WCA) <ourwildwood@gmail.com>; Dubois, Bev (City Councillor) <Bev.Dubois@Saskatoon.ca>; Treasurer Wildwood <treasurer@ourwildwood.ca>; Evan Bradford <evanbradford@gmail.com>; Jaimie L <info@ourwildwood.ca>; Joel M <miejoe@gmail.com>; Kari Froehlich <karidawnfroehlich@gmail.com>; Katherine S <skeltonrogalski@gmail.com>; Myrnyalyn Balzer <myrnyalynbalzer@gmail.com>; Nicole's Email <nicoleroe0@gmail.com>; Robin Mowat <robin.mowat@gmail.com>;