

Wildwood Community Association

Executive Meeting Minutes

Date & Time: September 17th, 2019 – 7:00 PM

Location: Bishop Pocock School Library

Attendance: Chris Gillings, Nicole Eramian, Nicole Roe, Danielle Proulx-Gaudet, Kelly Lui, Tracey Zhang, Erin Mitchell, Pat Hauser, Amy Josephson, Myrnalyn Balzer

1. Call to Order @7:12 pm

- **Pat Hauser** is our new president and chair.

2. Short Introductions and welcome new members – Tina, Derek & Courtney

- Tina, Derek and Courtney were all unable to attend.
- Nicole Eramian - is a neighbourhood resident with pre-teen and young teenage youth. She has sat on the Board in the past and is involved in the community on other boards. She could be interested in helping out with the newsletter or assisting in developing new content for the website however is concerned about her other time commitments.

3. Approval/Adoption of the Agenda

- **MOTION to accept the Agenda as presented. Danielle, Erin CARRIED**

4. Approval/Adoption of Previous Minutes – from August 20, 2019

- **MOTION to accept the minutes as circulated. Erin, Chris CARRIED**

5. Old (and Ongoing) Business

- Newsletter turn-over & orientation - Tabled until Derek and Courtney are available.

6. New Business

- AGM & Programming Review and Discussion
 - Get Out and Move - only one registration, so we will cancel this. Should have started tonight.

ACTION - Pat will contact the registrant to let them know.

- It was loud, lots of talking during the AGM. People were trying to register. Despite that, several new people stepped up.
- Under the permit from the Catholic School Division, the tables were to have been set up beforehand but weren't. The committee doesn't mind the extra work and wants to preserve a good relationship with the School.
- Online Evaluation Form for Programming
 - For feedback on programs, suggestions on content.
 - Joel is in the process of migrating the website. This form will be added after that move.
 - The deadline for the migration and the online evaluation will be November 30th.
- Danielle - Movie Nights
 - Licensing is the big hurdle - she is looking into this and will report back

- Potential to pair with winter fun day as an indoor activity in case of bad weather.

7. Director's Reports

- President – Pat
 - Reports that he is looking forward to the next year and the new role.
 - He will try to send out digital meeting notices and communicate promptly with the Board
- Vice President – Tina
 - This is one role Tina may be interested in. The other would be Director of Senior Programs.
 - The Board will know more once she is able to attend a meeting.
- Finance – Erin
 - Treasurer reports as distributed electronically, paper copies were available for review.
 - Refunds - 2 ways to do them - online thru paypal or by cheque. Erin wondered what the Board preferred. We agreed that online payments could be refunded online.
 - Affinity bank account - still some problems with services. TCU may have the 2-to-sign etransfer features that we want.

ACTION: Erin will set up a meeting with TCU to get more information about banking with them.

- Via an email message Mark Planchot noted a major decrease in income compared to last year. This is related to the new online registration system. PayPal registrations haven't moved into the bank account yet. Also the rink grant hasn't come in yet, so those expenses are still outstanding.

ACTION: Erin and Joel will move the online registration monies collected in to the bank account.

- Cost as a Barrier - so far \$600 in requests.

ACTION: Erin will contact Police Service to see if we can issue letters for free volunteer police checks.

MOTION to accept this financial report as presented. Danielle, Nicole CARRIED

- Secretary – Amy
 - Needs to send out updated email list
- Indoor Coordinator (children/youth) – Pat
 - Dance - 7-8 in younger group, 5 in older group.
 - Art - instructor has a contract already filled out. Nicole will give that to Pat.
- Indoor Coordinator (adult) – Nicole
 - shine - thursday - 10
 - yoga - monday - 16 registered, one late in a chair
 - yoga - thursday - 8 - several people in both classes
 - pickleball - cancelled - will try again in winter

- art - we are paying for supplies up to \$200
- ParQ forms - Nicole has an incomplete form, will need the full form from Mark.
- Discussion around items for the Leisure Guide - deadline october 1 - send anything to Nicole

- Communications –
 - No report

- Website – Joel
 - No report, he is travelling out of the country right now

- Newsletter – Derek & Courtney
 - No Report

- Membership – Kelly
 - Has had a couple of emails from the community. She passed them on the Joel and Nicole.
 - Is going to research methods of increasing membership.

- Events/Social Coordinator – Danielle
 - The winner of the prize from the AGM was from out of the area and didn't buy a membership or register for any programs. That was unfortunate.

- Soccer Coordinator – Myrnalyn
 - There is a conflict between a basketball team and a soccer team over the gym time. Tracey and Myrnalyn are working it out.
 - 25 registrants - 2 teams - u9 (11), u7 (10). u5 (4) went to Rosewood. No problems getting coaches this year.

- Basketball Coordinator – Tracy
 - spuds (4), mini boys (15), bantam boys (10), midget boys (7), midget boys and juvenile girls, boys - will get sent to greystone. The meeting to finalize teams, make trades is upcoming this weekend.

- Rink Coordinator – Chris
 - Planning a community work bee to paint the rink boards - Sunday 22nd @ 1pm - will ask Joel to put it up on Facebook. Bring your own paintbrush and roller holder.

- Facility Coordinator - Vacant
 - Nicole continues to fill this role.

- Community Consultant – Mark
 - report as circulated electronically
 - highlight - link to new searchable COS Community Association Webpage

- Members at Large – Evan, Katherine
 - No reports

8. Next regular meeting – October 22, 2019 (4th Tuesday of the month)
(@ Bishop Pocock School Library)

9. Adjournment

- **MOTION to adjourn at @ 8:30 by Danielle.**