



Richmond Knob Hill Community Association
Board Meeting – May 10, 2011
Draft Minutes

Attendance: Liz Lunney, Brian Brandon, Doug Roberts, Allison Jacoby, Bonnie Weldon, Ron Neff, Lloyd Bumstead, Greg Miller
Regrets: Carole Poirier, Sarah Parry

1. Meeting called to order at 7:05 pm
2. Minutes of March and April - Brian approved, Lloyd seconded.
3. A) Skate Shack – Doug – recently there was a fire code issue due to overhang. This has been fixed. There were some challenges when we submitted the development permit as it was refused due to not receiving an authorization letter from development properties first....chicken vs. Egg scenario. They said it was refused due to not filling in the technical and financial details/review....our general contractor said it did not make sense. Doug/Ron tried different angles of getting this fixed. Ron ended up speaking with John Marr and we got the letter. We will need to write the cheque tonight for the second part of phase 1. We are back on track. Should be 6 to 8 weeks – end of June for when the development permit should be back. Then we apply for the building permit which is looking like middle to end of July for this to be back. August is possible timeline for construction to begin. Estimate is that it will take approximately 2 days to erect outside building frame with a full crew. If we need to it might go to 5 or 6 days with a couple of weeks for finishing work. The middle of September is the approximate finish time. We might put out a call to do a ‘barn raising’ to help out with raising the building or possibly painting etc. We seem to have a very committed general contractor (Joe) which has been great.
B) Mega Event – May 28th - Schedule – starts at 8:00 am. Liz will be there at 7:30. Dale will run the kids toy/clothing sale. Liz - clean up stuff organized, win society in, donations being excepted for used bicycles (17th avenue bike shop is involved). Scouts are doing a bottle drive the same day. BBQ has a volunteer coordinator.
 - i. Habitation markers - Brian – got an email from Ruth. She confirmed that she is available. All the spring issues (snow etc.) have prevented heavy equipment for being on the fields etc. Ron connected Brian with the tree trimmers and they have got that done. Brian did a physical walk and has confirmed the sites are all good to go. Brian needs feedback on the design of the fence so can get posts inserted. Current design makes it conducive for vandalism. Ruth to send some drawings this weekend– this will help define where the post goes. Brian needs some volunteers to assist. Brian to ask Bob (with scouts) to see if the older kids could help out. There is a possibility that there will be limited info for display on this date.
 - ii. Wine Tasting- Becky – J.Webb has had a few exchanges of emails...waiting for the may newsletter to hit to help with the list of possible attendees. Liz has a running list that she will forward. J.Webb is hoping for 50 people to attend. Critical Path – need the numbers and also need to rent wine glasses. Possible suggestion is to go to Ikea and buy wine glasses - cheaper than renting. What about appetizers (who is handling this – J.Webb or someone else). Is anything else needed like

decor (table clothes, etc.). Tickets will be distributed at the door. To do list is to get names and email addresses and then can send reminder to people a few days before.

iii. Town Hall – May 28th - open space technology is a format for running one. Liz went to one at Bankview. It is very fast moving. Basic format is one and half hours. First ½ is mingling. First 30 minutes is then flip chart and masking tape time to get stuff on the wall. Then survey went up on the wall. Then people get to brainstorm. Last ½ hour is brainstorming solutions. May 28 – 4:00 – 5:30 is timeline. Need approx. 4 volunteers to help keep people moving on this. Next steps are to summarize the info and have it presented at the AGM in June. If someone is very committed to this, then they should give their name and email address. Jessica confirmed that she will put an info booth there for ‘paint the pavement’ event. Doug to also do something on the Skate Shack for presentation there at the town hall.

C) AGM.

i. Date is June 16th - do the board meeting on the Tuesday and then do the AGM on the Thursday. Last year minutes were presented in advance and this year suggesting doing the notes in the July newsletter. Lloyd away for this. Has said he will do some notes and someone else can present it at the AGM. Two notices have gone out to membership via email in the newsletter. Liz has got a bold sign on order for to promote the AGM (will promote the Sumbly event prior).

ii. Board Recruitment - Discussion on who is on what and who is agreeing to do what going forward. Greg has agreed to take a formal board position. Allison will step down as secretary and will organize the soccer program next year. Doug has agreed to stay on. Lloyd will continue to be a Director at large and organize the rink. Liz will let her name stand for President for next year and hopefully be the Past President for the following year. Bonnie is hoping to step down as Treasurer. Gale Boughner (new recruit) has agreed to step up as Treasurer and is interested in building an audit committee. Bonnie will continue to help out as Director at Large. Brian has agreed to stand as VP. Will need a new secretary, events person, hall rental person. The Board meeting will stand on Tuesday, June 14.

5. Board Reports

- a) CNS Report - Ron – LOC requirement - lease/license . The land that this sits on is owned by the city, hence why Ron is involved with us. This is up for renewal. There is no concern that Ron has about us getting renewal. May 5th was the first one for a meeting with the groups.
 - a. Construction workshop coming up for community partners - June 6 and 7 are the dates. This is pretty basic. Realistically we don't need to attend this as this is pretty much beyond us, we are much further ahead on this.
 - b. May 29th- lawn bowling club is having an open house – 1:00 – 4:00 pm - 1238 16th Ave S.W. (Calgary Lawn Bowling Club) and inviting anyone to attend.
 - c. Park and Play – summer activity booklet – should be out this weekend.
- b) Membership - Liz/Doug – they brought in 22 memberships by doing a couple of hours of work. Membership is done from a year from purchase date. Liz has asked Sarah for a new membership list and Bonnie would like a copy of it as well.
- c) Life Cycle Plan – Greg - Greg has already started to get quotes. Greg in good shape for October to submit. LOC - Could wait 4 years and do both grants together.
- d) Treasurer – Bonnie - Reviewed revenues and expenses. Just yesterday got the year end statements of accounts. Bonnie can forward to Liz for review and to get her signature. For the audit they sent a client questionnaire this year. We just reviewed a few of the Q/A's.

- e) Rink – Lloyd - Wed. Night bike polo in there now, good guys. Needs to get updated quotes for equipment in the fall (i.e. Delivery by Oct. 15 is the best) . Lloyd is going to work on this. Lloyd going to convert the sandwich boards into usable signage (took them from his garage and other areas) so is hoping can get into the garage by October. Liz asked about the RBC grant, Lloyd to follow up on this.
- f) Development – Doug - Lot’s happening in the area and lots of dialogue going on.
- g) President’s report – Bike rodeo – June 12, 19. 26 – 1:00 – 2:00pm. Ron has given a waiver that can be used. We have a brochure from the police on bike safety. For playgroup – they want to put something down instead of the sparse grass/dirt that is there now – AstroTurf is something that they could consider, Liz has a sample for the playgroup people to look at. FCC (Federation of Calgary Communities) - They are looking for someone to be in the Calgary stampede parade – would like to have someone from our community to attend. There is to be an event in October (big event) put on by the FCC, stay tuned for details. Westmount school – school board is not selling the building this year. They are moving out into two other locations. They have rented to another school (probably a charter) for that space. Fire alarm guys should be coming this week. Went to the 4 walls conference held by the FCC - Liz thought we have done pretty well compared to our peers in other communities. The Mayor spoke to the group that night and was trying have his thoughts heard. He seems not happy with community associations because of the second suite issue. Liz has put her thoughts into the June newsletter under the President’s message.

Meeting adjourned at 9:00 pm