



RRROCA
ROCKY RIDGE ROYAL OAK
COMMUNITY ASSOCIATION
WWW.RRROCA.ORG

MINUTES OF THE BOARD OF DIRECTOR'S APRIL MEETING
23rd April, 2015, at 7:00pm
Boardroom, Charlesglen Toyota, 7687 - 110 Avenue N.W., Calgary

Directors Present: Pamela Dais-Nichol (Chairperson)
Ali Oonwala
Paul Watson
Loretta Kao
Tessa Sakamoto
Karen Abbott
Frances Kalu
Nicole Savoie
Fatima Khawaja
Teree Young
Jenelle Wohlberg
David Spencer

Absent with regrets: Kristy-Lynn Brosowski

Other present: Ralph Smith (Ward 1 Community Liaison)
Lorraine Reed-Loewen

1. CALL TO ORDER/ADOPTION OF AGENDA

- Pam called the meeting to order at 7:10pm.

Motion:	Pam Dais-Nichol
Second:	Frances Kalu
Carried:	To adopt the agenda of April 2015 BOD meetings

2. CONFIRMATION OF MINUTES

Motion:	Pam Dais-Nichol
Second:	Lorraine Reed-Loewen
Carried:	To adopt the minutes of March 2015 BOD meetings

- The minutes were signed.

3. NEIGHBOURHOOD PARTNERSHIP REPORT

- Park n Play & Stay n Play:
 - 17th – 21st August, 2015, 9100 Royal Birch Blvd NW
 - Brochure received as attached

Motion:	Pam Dais-Nichol
Second:	Nicole Savoie
Carried:	To budget \$900 for Park n Play & Stay n Play

4. TREASURER'S REPORT

- We have received \$40,610.10 through the Peloton payment processing system. Since allocating between membership revenue and sports program fees continues to be a challenge request that Tessa and Nicole work together to determine a reasonable estimate of the breakdown that we'll use for financial reporting purposes.
- Still waiting to collect \$6,400.00 for sports sponsorship.
- The following checks have not been cashed. Request that Loretta follow-up on the babysitting checks, Nicole to follow-up on the membership refunds.

721 to Liza E. AGM babysitting	(\$30.00)
725 to Alexandra Hunt AGM babysitting	(\$30.00)
726 to Shaylin H AGM babysitting	(\$30.00)
756 to Conrad Savoie membership refund	(\$10.00)
757 to Kevin Stosky membership refund	(\$10.00)
764 to Shelley Lynn Rivera membership refund	(\$30.00)
769 to Judy Stasiak membership refund	(\$30.00)

- Current financials showing surplus \$38,653.14.. but major costs of sports yet to come.

5. PRESIDENT'S REPORT

- Political Forum
 - 20th April, 2015 at ROVC and 24th April, 2015 at Scenic Acres Community Centre
 - Joined effort among three CA's (TCA, SACA, RRROCA)
 - Expense covered among the three CA's

Motion:	Pam Dais-Nichol
Second:	Jenelle Wohlberg
Carried:	To spend \$300 on 2 political forums

- Safety Committee
 - Michael Foster, Community Safety Liaison, resigned. Jessica Asuquo agrees to step in to lead the committee
- Fatima nominated Tessa to be the acting president

Motion:	Fatima Khawaja
Second:	Jenelle Wohlberg
Carried:	Tessa Sakamoto to be the acting president until AGM 2015

6. VICE PRESIDENT'S REPORT

- 3-ON-3 Ball Hockey Tournament
 - Date changed to 13th September, 2015; location TBD
 - Target age: 18+
 - Expect to accommodate 20 to 25 teams with \$5000 budget
 - Will motion budget amount at next meeting, once more details are confirmed

7. COMMITTEE REPORTS

- i. Administration
 - i. Will get quote for letterhead and envelop pricing
 - ii. Will send logo header to board

- ii. Membership
 - a) Current membership number: 645; member cards mailing is catching up
 - b) Will remove business membership option, as businesses will support RRROCA through sponsorship

- iii. Sports
 - a) Youth Sports
 - i. Registration
 - The numbers:
 - Soccer: 494
 - Ball: 66
 - Getting the season started, organizing coaching clinics, jerseys, photos, first games, etc.
 - ii. Volunteers
 - Managing volunteers - 20 volunteers, 60 team managers, 120 coaches = 200 volunteers total to run the program
 - b) Fitness Classes
 - i. Spring Zumba is a go with 16 participants
 - c) Ladies' group
 - i. April Cake Decorating had 3
 - ii. Will be opening registration for May Pottery/Glass Fusion on Wednesday, May 20 from 6.30 - 8.30pm at Colour Me Mine

- iv. Events
 - a) Trans-committee meeting (Communication, Events, Social Media and Sponsorship)
 - i. A meeting with, Karen, Frances and Lee-Ann took place April 22nd. We will continue to hold these subcommittee meetings and invite anyone who has an hour to spare in order to implement all that needs to be done. It's a great crew and we are working hard to stay on top of things.
 - b) Stampede Breakfast and Party
 - i. Tent size: It's been established and confirmed that the large tent size changed from 4800 sq ft to a 40 x 80 giving us 3200 sq ft. This is still a good size for the Market Place and evening Party. The Market lay out will allow for up to 24 vendors and sponsorship believes we will have no trouble filling these.
 - ii. License and permit: in the process of compiling a site plane and tent lay out to obtain the permits required. Goal is to work with Twyla to have all the permits applied for processing, by May 5th. (Including Liquor, Health and building permits.)
 - iii. Entertainment: Musician for Stampede Breakfast and DJ for evening have been confirmed - Saddlepals, Wild Bill's Musicman

- iv. Dignitary invitation: would like to ask the president or past president to introduce mayor. – It was decided Tessa will introduce mayor
 - v. Caterer for Party: Caterer was booked and confirmed but there has been a change in plans. We were going with Ceili's Irish pub but under new ownership, the new Ceili's does not have a caterer's license and feels strongly that in accordance with WCB, their employees are not insured outside the Ceili's establishment... Because they feel they have broken a commitment to us they are offering to still print our tickets and sell them for us. They may also be open to donating a give-away for door prizes for the party.... Our second quote was from Mad Rose Pub, and the owner Fehim and his son are happy to take it on. Details will be worked out on Monday and I hope to have everyone on board by Friday, May 1st. They also came in around the \$20 mark which is still manageable with ticket price being \$25. Karen, is working with me in promoting ticket sales.
- v. Sponsorship
- a) Stampede Breakfast and Marketplace
 - i. 8 grills are required this year. Sponsorship is proving difficult because it is the July long weekend and finding 5 staff to do this event is very hard
 - Suggestion: seek family/friends if the company policy doesn't mandate the volunteers to be employees – this helped one bank agree to sponsor.
 - ii. All 6 banks in the area have been asked to sponsor a grill – confirmation has been received by 6 so far and I will follow up with a phone call this week.
 - iii. Sobey's will also have a grill.
 - iv. Village Honda has declined. A request has been made to Charlesglen Toyota and I will be making one to Brooklyn Pizzeria this week
 - v. We will be targeting 27 sponsors for the marketplace. An email will go out later this week. Suggested to rename the marketplace to "Showcase Coral"
 - c) Parade of Garage Sales
 - i. Met with Jenelle, Director of Communications and Zeena Taghavi, realtor on March 30th regarding this event.
 - ii. BMO will help again this year and Jenelle has developed a communication plan:
 - The event will run June 5-7. Myself and Jenelle will help Zeena put the garage sale signs together that go in front of the houses and BMO will put the garage kits together and be the pick up point – if people can't get out to get the kit we will deliver them.
 - iii. Last year there were 110 participants so we are hoping for 150 this year.
- vi. Planning and Development
- a) Ice Rink: need to further investigate the infrastructure
 - b) Eamon's Service Station Building – Leasing Opportunity
 - i. Could be viable for NPO
 - ii. Will further discuss feasibility in committee meeting
- vii. Communication
- a) Pace Car
 - i. Need to set up email address for Jana Sinclair to initiate the process
 - b) Bill board sign
 - i. Colleen Burrows is resigning after years of helping RRROCA updating the signs
 - ii. Will need to find volunteer, as summer events are starting soon
 - c) Newsletter:
 - i. Need to rename the newsletter to better distinguish from SJ
 - ii. To include more visual with events etc
 - iii. Carla Knipe finished her last edition of newsletter.

- iv. New newsletter to take over
 - Sheryl Khanna has agreed to take over, she was contacted and confirmed with transition
- v. Deadline for June newsletter submissions is May 8, would like to encourage all board members to make regular contributions from their portfolio
- vi. Please continue to send submissions to newsletter@rrroca.org
- vii. In May will be communicating ATB Laser tag, family fun day and parade of garage sales

- viii. Social Media
 - a) Fb page continuously received reports of car break-ins, these reports will be forwarded to Community Safety Coordinator to follow-up
 - b) Twitter: will increase exposure
 - c) Community post: will continue to post lost/found for residents

- viii. Parks
 - a) Not present to report

- ix. Volunteer
 - a) Will go by honor system for sport families, as there is no deposit for duties starting this year

- x. Safety
 - a) Nothing to report
 - b) Pam will forward contact of Constable Roy Moe to Jessica

8. NEXT MEETINGS

- **28th May, 2015; Boardroom, Charlesglen Toyota**
 - Will allocate an hour to discuss the use of casino fund
 - Directors to submit monthly report by 19th May
- **25th June, 2015; Boardroom, Charlesglen Toyota**

9. ADJOURNMENT

Motion:	Pam Dais-Nichol
Second:	Ali Oonwala
Carried:	The meeting adjourned at 9:00pm

Minutes Compiled By: Loretta Kao

Signature: ____ (Loretta Kao Mo _____)

Approval Signature: ____ (Tessa Sakamoto) _____