

**Rocky Ridge Royal Oak Community Association (RRROCA)**

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**30<sup>th</sup> November, 2015, at 7:00pm**  
**Boardroom Charlesglen Toyota,**  
**7687 110Ave NW, Calgary, AB T3R 1R8**

**Directors Present:**

Tessa Sakamoto (Chairperson)  
Paul Watson  
Karen Abbott  
David Spencer  
Frances Kalu  
Durotolu Aro  
Muoi Leong  
Ali Oonwala

<b>Absent with regrets:</b>	Marin Leci Jessica Asuquo
<b>Others present:</b>	Teree Young Loretta Kao Charles Lefebvre

**CALL TO ORDER/ADOPTION OF AGENDA**

Tessa called the meeting to order at 7:03 pm.

Motion:	Tessa Sakamoto
Second:	David Spencer
Carried:	To adopt the agenda of November 2015 BOD meeting.

The agenda was approved.

**CONFIRMATION OF MINUTES**

Motion:	Tessa Sakamoto
Second:	Karen Abbott
Carried:	To adopt the minutes of October 2015 BOD meeting.

The minutes were approved and signed.

**VOTING OF THE NEW BOARD OF DIRECTORS AND EXECUTIVES**

Motion:	Karen Abbott
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Second:	
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Carried: Tessa Sakamoto – President  
Ali Oonwala – Vice President  
Paul Watson – Treasurer  
Karen Abbott – Director of Sponsorship  
Frances Kalu – Director of Volunteer  
Durotolu Aro – Director of Transportation

Muoi Leong – Director of Membership	Jessica Asuquo – Director of Safety
Marin Leci – Director of Programs	David Spencer – Director of Planning and Development

### HIGHLIGHTS OF BYLAWS AND DUTIES

Conflict of interest and confidentiality agreement in progress  
Directors will be sent with a copy of the Bylaws and Special resolutions and are expected to review and be familiar with the bylaws

### WEBPAGE INFORMATION UPDATES

Directors are asked to review the content of their portfolio on RRROCA website  
**Directors to send their bio and picture to Wendy by 8<sup>th</sup> December** to be posted on RRROCA webpage

### THE REPORTER

Article submission due 8<sup>th</sup> of every month to newsletter@rrroca.org  
**Directors' biography (50 words) with picture due on 8<sup>th</sup> December** for new year new board introduction in January issue

### OTHER REPORTS

**December meeting** 14<sup>th</sup> December, 2015

Focus on forecast, need, timeline, planning and budget of each portfolio for 2016.

Cloud folders should be setup for each portfolio.

Job Descriptions.

Reminder of **job description due on 8<sup>th</sup> December**. Directors are asked to send their job description to the president.

### Membership:

Muoi will be in contact with Nicole for handing over membership portfolio.

**SportzSoft:** will investigate how some directors never receive emails through SportSoft blast mail system

### Transportation:

A request for "Slow Lights" to be installed along Rocky Ridge Road (Section in green oval), due to vehicles going over the speed limit. The same resident requested an upgrade to the intersection of Rock Lake Dr., Royal Oak Way and Rocky Ridge Road (Red circle). Due to the hill north of this intersections pedestrians cannot see approaching vehicles from a distance, and drivers cannot see pedestrians until they are at the top of the hill.

### Pace Car pilot project:

Councilman Ward Sutherland approached RRROCA to offer support from the City to launch the

program  
Possibly rebrand the program with Calgary Police Service

**Canada Revenue Agency filings:**

RRROCA hasn't filed tax return since 1997  
Penalty waived by CRA through Voluntary Disclosure Program

**Special VOTE on**

**Community Park Engineering and Planning Professional Services:**

Further to discussions at the June 24, 2015 meeting on obtaining engineering services for the community park, and a motion to retain Stantec, I move that the Board accept the two proposals by Stantec, totaling \$56,500 estimated fees, and authorize commencement of the work as outlined in the proposals.

Motion:	Dave Spencer
Second:	Paul Watson

In Favour:

Ali Oonwala  
Karen Abbott  
Durotolu Aro  
Jessica Asuquo

Abstain:

Frances Kalu  
Muoi Leong  
Marin Leci

**2016 Dates for First 6 Meetings:**

**25<sup>th</sup> January, 2016, 7-9pm, Charlesglen Toyota**  
**22<sup>nd</sup> February, 2016, 7-9pm, Charlesglen Toyota**  
**21<sup>st</sup> March, 2016, 7-9pm, Charlesglen Toyota**  
**25<sup>th</sup> April, 2016, 7-9pm, Charlesglen Toyota**  
**30<sup>th</sup> May, 2016, 7-9pm, Charlesglen Toyota**  
**27<sup>th</sup> June, 2016, 7-9pm, Charlesglen Toyota**

**ADJOURNMENT**

Motion:	David Spencer
Second:	Karen Abbott
Carried:	The meeting adjourned at 8:06pm

Minutes Compiled By: Loretta Kao

Signature: \_\_\_\_\_

Approval Signature: \_\_\_\_\_

Minutes of RRROCA November Board Meeting  
30<sup>th</sup> November, 2015