

PLEASE NOTE THE MINUTE WILL BE APPROVED AT THE 2019 AGM MEETING



MINUTES OF SECOND MEETING OF THE ANNUAL GENERAL MEETING 2018

Date: 26th November, 2018

Venue: Boardroom, Royal Vista Multi-Service Facility

16 Royal Vista Way NW Calgary, Ab

Time: 6.30pm

ATTENDANCE

Directors Present: Durotolu Aro, Jessica Asuquo, Ambreen Sulman, Dave Spencer and Gerard Lynch

Guests Present by Invitation: Ralph Smith (Councilor Ward 1), and Heather Mackay-Neighborhood Partnership Coordinator, COC

Other Guests/Members: Immanuel Nwanchukwu, Tatyana Sandroyan, Bola Abe, Erhan Baykotan, Kris Kasper, Spoorthy Kondaveeti, Zeena Taghvai and four proxies received by members.

Meeting called to order at 6:40pm instead of 6:30pm while waiting to form a quorum. The AGM Chair, Dave Spencer of the Rocky Ridge Royal Oak Community Association chaired this Annual General Meeting and listed the below as the purpose of this AGM:

- Present the President's report of the year's activities;
- Present the Treasurer's report and the audited financial statements and of the Association for the preceding Fiscal Year;
- The appointment of auditors for the upcoming Fiscal Year;
- Ratification of the actions of the Board during the period following the previous Annual General Meeting
- Elect Directors and the President, as applicable

1. CONFIRMATION OF QUORUM

- Quorum of 50 members was reached, scrutinizer (Heather Mackay) confirmed quorum
- Secretary of the meeting: Spoorthy Kondaveeti
- Scrutineer of the meeting: Heather Mackay

2. Voting Modality: By show of hand unless a ballot is requested.

3. First of three Calls for Nominations: The Chair of the AGM made the first call for nominations of members that would like to have their name put forward for election to the board. No nomination was made at this point.

4. CONFIRMATION OF THE 2017 AGM MINUTES: - No corrections and was moved for adoption by:

MOTION:	Durotolu Aro
SECONDED:	Ambreen Sulman
CARRIED:	To adopt the AGM minutes 2017

5. **Second of three Calls for Nomination:** The Chair of the AGM made the second call for nominations of members that would like to have their name put forward for election to the board. No nomination was made at this point.

6. **Reports**

AGM Chair – Dave Spencer

- We ran or partnered on multiple successful events including the Easter Egg Hunt, Family Fun Day/Parade of Garage Sales, Stampede Breakfast, and neighborhood Day grants were given to residents to celebrate this day.
- Through the efforts of our Sponsorship team, we have continued to build relationships with businesses in the community. We look forward to continuing to build on these relationships as our events and programming depend on the support and generous spirit of our business neighbors. Our Sponsorship Chair completed and distributed a sponsorship package for a streamlined and organized way to approach new and current sponsors.
- To date our total registered members are 372. We implemented the following perks for members babysitter registry, borrow materials for holding block party for free, receive discounts at Cloverdale Paint, Servus Credit Union, and Stealth Alarms, recreational insurance at Sports Program, eligible for registering Spring Sports Program for children and Parade of Garage Sales, winning one of five \$100 to hold block parties on Neighborhood Day, and entering ticket draw for shows at the Shane Home YMCA.
- Our transportation portfolio has continued to be active this year, continuing to find solutions for problem areas in the community. With the realignment of Wards.
- The Schools portfolio has initiated a number of programs to engage our children as follows: Kid-preneur market place, Little Leaders recognition- we had articles of some of these youth leaders in our Newsletters.
- This year we have experienced a low volunteer turn outs for active roles especially at the Board level with quite a number of resignations. We sure need more help, and our volunteer team can be depended on to actively recruit and fill positions within the CA. We are currently on the hunt for a few positions, namely President, Vice President, Events, Volunteer, Sponsorship, and Parks Chairs, all of which are essential for the success of our CA.
- Our Sports program saw over 400 kids hit the field last spring. It was a lot of work to maintain the program due to low number of volunteers. Next year a clear description of volunteer responsibilities and active recruitment will be put forth.
- Rink/Community Park update:-, Last year we got power and water connections in late January and were able to get the rink flooded and in use for a few weeks. This winter we should have the rink open for use throughout the winter (weather permitting) and thanks to some 30 volunteers who come out and maintain the ice. There are a few construction items in the park to be completed including the fitness equipment, a family

pleasure skating rink, shrub planting and finishing touches for the parking lot. We are in another round of fund raising to complete these items and also for maintenance equipment. The next volunteer Casino is an essential fund raiser for matching the provincial and sports grants, so we rely on community volunteer support to make the casino a success. Watch the newsletter and website for family activities and news on skating events.

- We have almost completed our website audit.
- Our last event for the year is the Movie Night for all coming up in December.

No questions were received on this report and was moved for acceptance as below:

MOTION:	Tolu Aro
SECONDED:	Ambreen Sulman
CARRIED:	To accept the President's Report as presented.

7. TREASURER – Ambreen Sulman

- 2017 was a year of change for the financial management within the Association. A change in the treasurers occurred, the first financial policies and procedures documents were drafted and implemented. The policies will be uploaded on our website soon and will be available for viewing by the community. If anyone is interested in getting a copy, they can let me know and I can provide them with one.
- The formal annual reporting to the membership is based on the audited financial statements provided by a member appointed public accountant. They were prepared by auditors from the federation of Calgary communities. And I have copies available for distributions on request.
- The main highlights of the Audited Financial statements are as follows:
 - A qualified opinion has been issued which is consistent with not for profit organizations. It is mainly due to the occurrence of fund raising activities the completeness of which cannot be 100% verified.
 - We were able to complete phase 2 of the rink , we will not be moving ahead with the park until additional funding is received
 - There was significant decrease in our program revenue, due to the YMCA opening. We also had few low income families who paid at discount rate for the program and membership fees. Since most of our members join for sports programs, the membership fee income was affected too.
- Account balance as of Nov 25,2018 is \$105,670.09

MOTION:	Ambreen Sulman
SECONDED:	Tolu Aro
CARRIED:	To accept the financial statements for the Rocky Ridge Royal Oak Community Association for the fiscal year end June 30, 2018 as presented by the board

MOTION:	Ambreen Sulman
SECONDED:	Durotolu Aro
CARRIED:	Motion that the Rocky Ridge Royal Oak Community Association appoint an auditor engaged through the Federation of Calgary Communities for the fiscal year-end June 30, 2019.

No questions were received after the report and it was move for ratification as below:

8. Ratification of all Actions of the Board of Directors for the past year was moved as below;

MOTION:	Tolu Aro
SECONDED:	Tatyana Sandroyan
CARRIED:	To move that the membership ratify the actions of the Board of Directors from the period following the previous Annual General Meeting.

9. **Election of Directors**

As required by the bylaws of the Association which provides that the Board of Directors shall consist of not fewer than five and not more than 13 voting members, and shall be elected by those Voting members as are present at the Annual General Meeting. As their term is not yet complete and they have not resigned, the following members remain on the board: Dave Spencer, Tolu Aro, Patience Fagbenro, Joanna Tjia, Jessica Asuquo, Ambreen Sulman, and Marcie Hawranik. Standing for election Immanuel Nwachukwu, Tatyana Sandroyan, Henry Cairney and Leon Dirven

Third of three Calls for Nomination: The Chair of the AGM made the last call for nominations of members that would like to have their name put forward for election to the board. No nomination was made at this point.

The following Directors were re-elected or acclaimed at the meeting:

- | | |
|-----------------------|--------------------------|
| i. Dave Spencer | vii. Marcie Hawranik |
| ii. Jessica Asuquo | viii. Immanuel Nwachukwu |
| iii. Durotolu Aro | ix. Tatyana Sandroyan |
| iv. Patience Fagbenro | x. Henry Cairney |
| v. Joanna Tjia | xi. Leon Dirven |
| vi. Ambreen Sulman | |

MOTION:	Tolu Duro
SECONDED:	Ambreen Sulman
CARRIED:	To move it be resolved that Immanuel Nwachukwu, Tatyana Sandroyan and Henry Cairney as Directors of the RRROCA for the ensuing year or until their successors are appointed or elected.

The AGM Chair thanked all out going directors for their support and dedication to the CA during their tenure.

10. ADJOURNMENT

MOTION:	Immanuel Nwanchukwu
SECONDED:	Tatyana Sandroyan
CARRIED:	There being no further business to discuss, to move that the meeting be adjourned, at 7.00pm.

*Minutes Compiled By: Patience Fagbenro & Spoorty Kondaveeti
Reviewed by Dave Spencer*