



**Rocky Ridge Royal Oak Community Association**

**MINUTES OF THE BOARD OF DIRECTORS MEETING – NOV, 2020**

**Date: Monday, 23 November 2020**

**Venue: Virtual meeting at MEAT**

**Time: 7:00 pm**

**1. ATTENDANCE**

<b>Present</b>	<b>Absent</b>	<b>Apologies</b>
<b>Directors and Chairs</b>		
President- Jason Kellock		Planning & Development – Dave Spencer
Past President – Dino Patrakos		
Vice President – Angel Root		
Secretary-Shahnaz Munir		
Treasurer – Ambreen Sulman		
Communications - Xiaomin Qu (Aurdry)		
Membership – Henry Cairney		
Parks- Kris Kasper		
Transportation – Mike Vandyk		
Sponsorship – Frank Bernatchez		
School – Krista DeCarle		
Programme – Fatemeh Shahhosseuni		
Events- Nymisha Pabbaaraju		
<b>Government Contacts and Advisors</b>		
Heather Mackay - NPC		



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#### 2. Motion to Call to Order/Adoption of Agenda

Jason Kellock, Chair called the meeting to order at 7:04pm

Amendment (if any): Agenda was not available and created on the spot

Adopted by Henry Cairney and Seconded by Mike Vandyk

Carried by: The House.

#### 3. Adoption of Previous Minutes

Amendment (if any): None

Minutes emailed for approval and no corrections received

#### Outgoing President (Dino's) remarks

- Dino Patrakos, Kris Kaspar, Henry Cairney, Ambreen Sulman and Shahnaz Munir passed their thanks remarks

#### Incoming President (Jason's) remarks

Thank you. Dino, you leave some big shoes to fill, literally. It has been an interesting journey since I joined RRROCA in early 2019.

#### 4. Board Member / Chair Reports

##### Present Report

I'm sure many of us would agree that the last 12 months has been extraordinary. We were forced to cancel our spring sports program and most of our events for this year. Great improvisation to make the best of it.

Rink does provide a focal point / meeting site / hub for the community.

##### Goals for 2021

- Provide high quality programming for members of the community (identify two programs to launch)
- Explore partnerships / collaboration opportunities with our neighbors (including YMCA and adjacent CAs).
- Provide high quality events for members of the community (at least one major event) with a reasonable next expense.
- Increase our visibility and distinguish our role in the community.
- Identify and progress a new capital project for the RRROCA. Potential ideas:
  - Playground / park with WD Pratt
  - Pathway completion
  - Median / boulevard improvements throughout community



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Next board meeting in December will be the annual planning meeting. In addition to confirming budgets, everyone should think about priorities and goals for the area of responsibility and include that in the next report.

**Henry Cairney's** remarks: another tough year coming. Asked the board to think outside the box for events and activities that can be done in the age of social distancing. Two items for BOD consideration in December. COVID may be here for a while. Plan for at least 6 months more of COVID restrictions. Come prepared with ideas.

**Kris Kasper** : Still misconception in community about HOA fees feeding park. Need to correct this misconception. What is the best way to do this? How to tie membership to park? Henry / Kris / Nymiha to follow up separately on how to market memberships and promote understanding. Krista will also participate in school meetings.

**Ambreen Sulman Treasurer** – Henry's comments resonated. First deficit on file. Several points of interface to be discussed between Ambreen and Henry.

- 2 Applications for funding for CA.
  - o CFAP application – 100 hours of work to prepare. Ambreen: **Jason to lead** / Heather / Dave.
  - o Flames – Kris to complete as best he can with Ambreen.
- Can I pre-sign checks? Expense forms.
- Budget meeting is very critical for next month.
  - o Request budget be filled out for review at December meeting. Jason to send an email to be sent in advance.

**Henry Cairney Membership** – Confirmation of membership # question in chat. What is the incentive to participate? 140 members currently.

**Kris Kasper Parks** – 95% of past volunteers have been retained. It Looks like it will be a good year for the rink, subject to pandemic restrictions imposed by the government. Solar lighting is still to be installed. Shipment has been delayed, but likely not installed until spring. Temporary lighting installed. Some issues with temp. lighting has been identified and working to resolve. Henry: has some ideas about rink and will set up a follow-up meeting with Kris directly. Kris: posted rink rules on RRROCA site and at rink. Enforcement by users should be directed and don't post frustrations on social media.

**Schools: Helen** – no prepared report. Potential for kids from WD Pratt (Kaitlyn Friesen) to have students in the leadership program provide volunteering at the rink. ROS has also expressed interest in planting (possibility for spring 2021). Krista will assume schools chair and will set up download meeting

**Nymisha Pabbaraju Events** – Still looking at a Christmas time event. Potential ideas: virtual Christmas concert (Henry / Nymisha to connect). Possible additional revenue from food truck event.



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**Fatemah Shahhosseini (Programs)** – Thanks to Dino. Meet and knit program has started and will run into December (6 weeks). Only one registrant so far, hopes to promote and add more. Looking to extend into the new year. Also looking at skating classes starting in January at the rink. Looking for an instructor (may be paid or volunteer). Input from Board on whether to proceed? Kris: depends on the announcement tomorrow. Many hockey coaches available who run their own programs, might be volunteer time in exchange for sponsorship. Krista: can we do a recorded class and post / share online?

**Angel Root– Volunteers.** Christmas buy / sell event looking for donations to sponsor Christmas decoration competition. Kris: All Christmas decorations (lights) at the park donated by a pharmacist from Airdrie.

**Frank Bernatchez Sponsorship** - Working on sponsorship kit. Boards will be very useful for sponsorship recognition. Looking to put up 3x4 boards to recognize sponsors.

**Mike Vendyk– Transportation** – Currently collecting mail. Possible consolidation with safety role. Krista to transfer stuff over to Mike.

**Audrey – Communications:** Ideas for changes to social media policy. Two ways to improve: get more board access to post. Virtual events to attract traffic. Immanuel: no written communication policy. Jason to follow up with Heather to see if other examples exist from other CAs. Monique is on call today and will help manage social media going forward and internal board communications.

**Jared:** Can we generate revenue from rink rentals? Heather: sounds like Calgary hockey will be permitting clubs to rent outdoor rink space, subject to conditions. Waiting for more direction tomorrow. Need policy / rate sheet for RRROCA rink rentals. Commercial rentals will drive additional resource requirements.

**5. Other Business**

- Immanuel: Comedy show being offered to CAs for participation is Nov. 29<sup>th</sup>.  
Volunteer spotlight for Jared.

**All reports to be emailed to Shanaz. (President, Jason Kellock)**

**4. Next Meeting**

Next meeting on December 7, 2020 at 7:00pm (virtual).

Meeting was moved for adjournment at 8:07PM by Mike/Krista

Minutes compiled by Jason / Shahnaz Munir (Secretary) Signature .....

Reviewed & Approved by Jasson Kellock (President) Signature .....



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