

ERLTON COMMUNITY ASSOCIATION MINUTES

Tuesday May 8, 2018,
Held at Repsol Sports Centre
Riverview Room
7:00 pm

Attendance: 14 people attended. See Meeting Attendance sign in sheet attached.

1. REVIEW AND APPROVAL OF AGENDA

Moved by: Amanda Perizzolo.

Second: Andrew Sparke.

2. REVIEW AND APPROVAL OF MINUTES FROM APRIL 10 2018 MEETING

Moved by: Yvonne Peace;

Second: Karen McLeod.

3. NEW BUSINESS AND FOLLOW UP ITEMS FROM LAST MEETING

(A) **Bylaw proposed changes update report** Mona/Peggy –tabled to the end.

(B) **Board Administrative Protocols – email communications** (AndrewSparke)
tabled to after reports.

(C) **Report from Chris Carlile- assistant to Jeromy Farkas Ward 11 office.**- next
town hall Thursday May 17 at 7 pm at Elbow Park Community Centre. 6:00 pm
President's meeting.

City has processed the Cannabis Permits for the stores. You can go to the
website.

REPORTS

4(l) **President's Report:** Mona Hayes

Attended MLA Greg Clark meeting top items discussed were on the Flood mitigation
options; it lays out various scenarios of flood mitigation.

Flood Mitigation Options Assessment on website (also see attached document.)

They also discussed at great lengths the framework for the District forum. A lot of
community associations had the same problem with the survey that Bil and Mona
expressed regarding the survey having pre-empted answers.

They also discussed the ring road issue.

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River Clean up and Jane's Walk was last Sunday.- 86 volunteers this year- **this was the last year that Denise Dixie will be organizing this- and there is a call for a volunteer to be the lead organizer next year.**

Neighbour Day- May Lee is asking for a call for volunteers- the Date of Neighbour Day is the 16th of June. The committee has 21 days prior to the event.

Mona has a lunch meeting with the planning and development coordinator for the Stampede. She is not sure what will be discussed. Andrew advised that when he was President they met to update the ECA community on their development plans.

4(2) **Treasurer's report:** (Peggy Kim)

Income \$10 since last meeting – one additional member.

Savings account \$15,521.38; checking account \$14,838.86.

Motion to receive Treasurer's report: Andrew Sparke; Second: Yvonne Peace.

Motion carried.

4(3) **Membership Committee Report:** Amanda Perizollo- reported

There are a few more new members on the weekend. This month they are going to canvass the neighbourhood.

4(4) **Erlton Planning Committee Report:** Bill Fischer- nothing to report.

MOTION: Neighbour Day : May Lee makes a motion for the ECA budget to allocate up to \$1000 for Neighbour Day with the provision that a more specific budget be presented to the ECA Board to review and approve the expenses.

Second : Chris Dedeurwaerder

Motion carried.

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3(B) New Business: Board Administrative Protocols – email communications) (Andrew Sparke)

Andrew had a question about if there is an email that residents respond to in terms of their feedback regarding the development, why the emails don't go to development@erltoncommunity.com. It appears the responses go to a private email address. He expressed a concern regarding having a track of emails that future board members can access for succession of board; also transparency, having more than 1 board person receive emails. Suggestion is that all contact be made to the development email- and that email address forwards it to the president & the planning committee. The Board should come up with a budget to address some of the IT issues of website.

Motion: Andrew: For any ECA development related issues, the development@erltoncommunity.com email be used for all official communication related to development matters, and that email will be forwarded to president@erltoncommunity.com; vicepresiden@ertloncommunity.com; and development@erltoncommunity.com which would be the ECA Planning Chair's email.

Second Chris Dedeurwaerder.

Motion carried.

Mona Hayes abstained from the vote.

Babette Blindert: Motion address other emails: Board to prepare a budget to hire an IT person to implement a proper process for the use of the Erlton Community Association emails and forwarding to board members no later than the September ECA Community meeting.

Second: Karen McLeod

Motion carried.

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BYLAW DISCUSSION (A copy of the Current ECA Bylaws Attached for reference)

The Bylaws have been reviewed by a committee with Amber Stewart's assistance (The Neighbourhood Partnership Co-ordinator for the City of Calgary). In December 2017 when our new treasurer Peggy Kim took office, she addressed a concern regarding why the fiscal year end does not line up with the membership year end. The membership year end is November 30th. The fiscal year end is June 30th. There is some concern regarding a board being liable for a fiscal year that was not put in place by them. A committee was struck to review this issue. The Bylaw Committee included Amber Stewart, Suzanne Chebib, and Peggy Kim. Amber Stewart reviewed other community bylaws and the Bylaw best practices material that she has access to with respect to her role with the City as a Neighbourhood Partnership Co-ordinator. Amber and the committee reported the bylaw issues to be considered at our board meeting in March., and the Board has discussed the issues in the March, April and May Board meetings. The Bylaw best practices would be to have the fiscal year, be more in line with the membership year.

The last discussions at the Board level were as follows:

Contentious issues of timing of the fiscal year, the timing of the audit and inclusion of the topic of budget remained to be resolved. On the first two issues much animated discussion arose with two primary proposals:

- 1. The fiscal year to be November 01 to October 31 and the audit to be done before the November AGM on the second Tuesday of the month. (Fiscal year end of November 30 or December 31 was raised by P. Kim as alternatives).*
- 2. The fiscal year to be October 01 to September 30 and the audit to be done before the November AGM on the second Tuesday of the month.*

For some years the first proposal allows for only 3 – 5 days for the audit. Experience has shown that the process needs a significant time span due to the difficulty of finding auditors and the matching of schedules.

The second proposal suffers from having a less perfect fiscal year (with regards to the alignment with the terms of the board members) but it is a practical solution and also a solution much better than in the existing bylaws.

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Amber – best practice is to have up to 90 days after fiscal year end for the audit to occur. The current bylaw has a cut off at June – it is a mid-year cut off so there could be some benefits in tightening it up. Also issue of a new board that comes in effective December.

Another option might be to change the AGM date- would be easier. Some board members expressed a concern with this as they indicated it is well known in the community that the AGM is the second Tuesday of November.

The board has one more meeting in June before the summer break and before the June ECA Community meeting. The Board will make submissions regarding their recommendations at the June meeting.

Meeting adjourned 8:50 pm.

LIST OF ATTACHMENTS

1. ECA Meeting Attendance Sheet May 8 2018;
2. Flood Mitigation Options Assessment Summary Dec 15, 2017;
3. Current ECA Bylaws titled: Erlton Community Association
BYLAWS 2014.

The Erlton Community Association hosts monthly meetings every second Tuesday of the month at the Repsol Sport Centre except for July and August. Meetings provide an opportunity for community members to receive updates on the status of projects from the ECA and bring any new issues to the attention of the community and executive.

Saved as 1 Draft Minutes May 8 2018 ECA Meeting.doc