

KCA Board Meeting

Approved- Final Minutes

May 27, 2021

7:00 pm

Join Zoom Meeting

<https://us02web.zoom.us/j/83533259385?pwd=Y21YeHpndGtla1RyYW5xL1poUWovQT09>

Invited (12): Chris Maybroda, Christine Dombroski, Donna David, Kathy Mitchell, Prasad Ganesan, Jessica Pickel, Terry Casey, Tina Cohoon, Amy Mireault, Jeannine Konrad, Charlotte Pickel, Kaitlin Quinlan

Amanda Langbroek (Communications Committee)

Jenna Findlater (Neighbourhood Partnerships)

Lindsay Seewalt (Jerome Farkas' office) - not available to attend

Absentees: Donna David, Kathy Mitchell

Quorum for meeting? (yes or no) YES

Call meeting to order 7:02pm

Purpose of Meeting:

- Keep board informed of all activities underway including membership drive and fundraising
- Identify opportunities for social events or activities for late-2021

List documents that may have been sent along with the agenda:

- [April Meeting Minutes - Final](#)

Agenda Items:

1. Approve previous Meeting Minutes from April

Incorporated amended changes from Christine D.

Prasad makes a motion to approve the minutes with Christine's changes as per below.

Charlotte will second the motion to approve

All in favour

Minutes

Call the meeting to order 7:05pm

Donna made a motion to approve last months' minutes

Chris Maybroke seconded.

All in favour

I, Amy Mireault, motion to add Kaitlin Quinlan to the Board, as Communications Director

Tina seconded
All in Favour

Lifecycle Director update (Christine)

1. Deck re-enforcement is complete, expecting final invoices from contractor.
2. Request to add any items to the agenda
 - Christine would like to add the Secretary position to the agenda
 - Food truck - debrief
3. President's Update
 - Secretary - Job description - need to distribute
 - Bookkeeper position open - Post the jobs on the sandwich board **(Action - Amy)**
 - Received email re: speed of travellers on 75th avenue from Ken Reimer
 - Group decided no concerns about the speed, school zone signs could be more visible
 - Jeannine will contact Jake re: potentially enforcing the speed zones **(Action)**
 - Amy to check with Ann Clarke to see if that's within the scope of Planning and Development **(Action)**
 - Opportunity to call 311 to cut back trees that may be blocking the school zone sign
4. Crime prevention and safety update (Jeannine)
 - a. Kingsland is quiet, crime is continuing to drop.
 - b. Potential financial donation for event host
 - i. Mark MacGillivray organized a Crime Prevention Open House via Zoom on March 16th 6:30 - 8:00 pm
 - ii. Jeannine wants to provide an honorarium because of the work that he put into the video
 - iii. Jeannine makes a motion to give Mark MacGillbray a \$100 honorarium.
 1. Tina seconded
 2. Chris Maybroda, Christine Dombroski, Prasad Ganesan, Jessica Pickel, Terry Casey, Jeannine Konrad, Charlotte Pickel, Kaitlin Quinlan
 - c. Board would like to set up the guidelines on who to donate money to **(Action)**
 - d. Jeannine will share video/ determine if we need permission from people on the video. Will not be posted without written permission from the attendees **(Action)**
5. Planning Committee
 - No updates
 - Amy to email potential volunteer re: Kingsland School site
 - Question came up about a cannabis store proposed for Kingsland Plaza;
Planning Committee update was provided:
 - Planning Committee did not oppose cannabis as a use for the site
 - The Planning Committee wrote a letter indicating that they supported this use, wanted to build a good relationship with the proposed tenant, and

that there may be the opportunity for surveillance cameras to be installed to mitigate the risk of students purchasing cannabis products

- For future, Amy will bring these items to the board
6. Membership Director update (Terry)
- a. Campaign is ongoing
 - b. Terry will email Cris and Amy about how many people have joined
 - c. 1 business membership has been sold
 - d. Terry will provide an update on membership numbers next meeting **(Action)**
 - e. Trico was not included as part of the canvassing routes so Cris will reach out to Trico **(Action)**
 - f. Opportunity to include rental apartments in the future membership drives
7. Communications / Social Media update (Kaitlin)
- a. Engagement on social media is up
 - Most engaged with posts is the food trucks, the off leash petition and the ice cream truck
 - 113 signatures on the off leash petition and has been posted on all areas
 - 2-3 people engaged in the “proof of membership purchase”
 - b. Website - presentation from Amanda Langbroek, on Communications Committee
 - Details functionality and value that a new website could provide
 - Website can play a key function in managing membership (Log in, pay, renew)
 - Hosting an event calendar
 - Rental space availability calendar
 - Clean and modern look and easy to use
 - Easy for any user to find any information
 - Mobile friendly
 - Lists of people interested in volunteering
 - Post news, volunteering opportunities and social media links
 - She spoke to two community associations and determined Communal was the best tool
 - 18 CAs use them within Calgary
 - See attachments for details on options for programs and costs
 - Looking for residents to support development to reduce the website budget (i.e. photography, design)
 - Grant options:
 - Grants will only help cover the start up costs
 - Monthly fees can't be covered by the grants
 - Inspiring Neighbourhoods Grant with the City of Calgary, matching grant for up to \$10,000
 - Logo contest to engage community will launch; website design will be built with new branding

- Next steps / Timeline: Grant proposals will be put in immediately, run logo contest (July winner), website designed by August, tested then launched in September.
- Board suggested a phased approach to bring to the board.

I, Jessica Pickel, make a motion to revamp the website with a budget of up to \$4,000, including an ~ \$100 monthly maintenance fee.

Seconded by Chris Maybroda.

All in favour.

I, Jessica Pickel, make a motion that the Community Association go forward and apply to the ING grant for the website revamp (cost share)

Seconded by Terry Casey.

All in favour.

The logo design competition will be open until June 30th.

8. Fundraising

a. Flowers

- i. Delivery on May 29th and pick up on May 30th
- ii. Profit has been ~ \$1500
- iii. Following the direction of the people who run it, they ordered extra trays of flowers in case anything gets damaged.

b. Food Truck Event

- Event was a success from the vendors and attendees
- 7 trucks came in total
- Vendors liked the location / lots of traffic
- Profits number to be shared (community donation)
- Vendors would be interested in returning every 3-4 weeks over the summer.
- Next steps:
 - determine what the community donation is (based on the profit)
 - contact the landowner to see if they are interested
- Suggestions for next time:
 - Opportunity to have more signage from Glenmore
 - Try to update the website for people who aren't on social media
 - Add a sign from the CA with a 'welcome' or 'thank you'

c. Skip the Depot - no updates

9. Treasurer update (Jessica)

- a. Budgeted \$77,000 spend, including capital expenditures
- b. Only spent \$29,000, in a good financial position.

Accounts:

\$10,026.32 - casino account

\$23,211.23 - general account

\$116,123.29 - GIC

Audit will be booked after July 15, 2021. Audit will need to be completed in the last week of September.

10. Lifecycle Director update (Christine)

- a. Engineering assessment has been completed
- b. Seacan has been moved off the property
- c. Waiting to hear about CFEP grant on renovations
- d. Looking at opportunities for disc golf but we may try a temporary course (if another community drops out)

[See attached for the full detailed report.](#)

11. Grant opportunities (Amy)

- a. Kingsland was not successful in getting the CHCI Grant
- b. Activate YYC 3.0 Status update and next steps (Amy)
- c. Other grants (Donna)

Meeting adjourned at 9:20pm