

**MINUTES**  
**Bragg Creek Community Association**  
**Meeting of the Board of Directors**  
**April 25, 2017 at 7:00 p.m.**  
**Bragg Creek Community Centre**

**Present:**

Trisha Gizen  
Meg Keyser  
Nigel Radwell  
Lisa Johnston  
Laura Clarke  
Kelsey Baldwin  
Shaye Radford  
David Rupert  
Stella George  
Samuel Harder

**Regrets:**

Kristyn Schmidt

**Guests:**

Luanne Murphy  
Charlie Holschuh

**1. Call Meeting to Order**

The meeting called to order by Mike Medwid at 7:03 p.m.

**2. Approval of Agenda**

Facility Director's Report moved to item number 5 so staffing update can be discussed in camera.

Motion to approve agenda as amended by Laura Clarke.

Seconded by Nigel Radwell.

Carried.

**3. Approval of Minutes from March 21, 2017 Board Meeting**

Motion to approve minutes as circulated by Lisa Johnston.

Seconded by Laura Clarke.

Carried.

**4. Taste of Bragg Creek 2017 Review: Charlie Holschuh**

The event returned to a fundraising format this year. This was not possible last year for a number of reasons.

There were 25 merchants in total, with seventeen at the BCCC and eight outside the Centre. This format worked very well.

The BCCA raised approximately \$8,000 net which was our best profit to date for this event.

Charlie resigned from the chair position for personal reasons.

Charlie extended his compliments to Shaye, McKenzie, and Christine for organizing the event.

Charlie has a new role as the Director of Tourism at the Chamber of Commerce.

He suggested the Chamber of Commerce and the BCCA could work collaboratively on the event going forward.

The Chamber hasn't voted on this yet as it doesn't know the decision of the BCCA.

Charlie is curious about how to proceed next year and is interested in this board's input.

Charlie's prefers that the Chamber takes over the helm, in support of the community association.

We would still need the BCCC space and the people in the BCCC office.

Charlie has had conversations with Travel Alberta and they would like to see the Chamber put in an application for funding for all events, i.e. Taste of Bragg Creek, Spirit of Christmas, Scarecrow Festival, Heritage Bragg Creek, and these events would be in support of the BCCA.

Shaye prefers that the two groups collaborate as it is a tremendous amount of work for one volunteer and staff to do.

The group agreed it is best to work collaboratively with the Chamber and to build a subcommittee with individuals from the BCCA and the Chamber then start discussions about the event in September.

The Board will discuss and decide whether we support the Board continuing with this event with support from the Chamber or if the Chamber is taking over the event in support of the BCCA.

#### **5. Facility Director's Report: Luanne Murphy**

See Luanne's April 25, 2017 Report.

In addition:

Our computer server was hacked and Luanne contacted Tremar about this.

Stella has put together a policy and procedure manual which Luanne has gone through.

She also passed this onto Tremar to see if there's anything else they should do. It might be worth entering into a contract with them for this reason.

Lisa noted Cochrane Computers is much cheaper, should look into them as an option.

Mike met with Jeff Hughes at Treeworx on Sunday re firesmaring the BCCC property. Mike will forward Jeff's information onto the RVC Fire Chief.

At the same time, we do firesmaring, we will clear the paths to update them for the pump park.

Samuel will be the contact person for this.

Trisha met with Simon Pols this morning and he asked about the reciprocal agreement between Banded Peak School and the BCCC regarding free use of the facility. He was told the school would be charged for two events at the Centre.

There was a discussion regarding the Centre being charged for use of school property after 4:00 p.m. as they need a maintenance person to be at the school.

Discussion regarding reciprocal use, i.e. use of the climbing wall for community climbing program.

Trisha will obtain a copy of the reciprocal agreement and review it further.

Special thanks to Launne for the great job she has done in her role as Facility Director.

#### **6. Rink: Annual Review: Kelsey Baldwin**

Ryan Bennett, Terry Zimmel, and Kelsey Baldwin were the core committee members.

Hours: there is a log book to keep track of volunteer hours in the skate shack.

65+ volunteer hours were logged throughout the season to maintain the rink and keep it running.

Successes:

The equipment is up and running. The sweeper and blade are working as they were repaired for free.

Email list and shift sign up are on the web page are teamup.com. This is a good website for our use.

Communication between volunteers has been good this season.

Challenges:

It is difficult to work out a schedule for volunteers and maintain the rink at the standard the town expects with erratic weather conditions.

Vandalism was a problem. The locks on the skate shack were broken. This meant the key had to be kept in the office and was difficult to access outside office hours.

It was suggested that it would be possible to use a lock box to keep a key for easier volunteer access or a combination lock on the skate shack door. The committee will explore these options.

The committee hopes to purchase or get a shed donated to keep equipment in and clean up the rink area. It was suggested that it might be possible to clean out items in the skate shack and use this for storage instead of obtaining a new shed.

Funding:

The committee looked at Calgary Flames Foundation for funding to keep the rink where it is and putting a roof over it. This would extend the lifetime of the rink and make it much easier to maintain. There was a discussion regarding the expense and viability of this option.

The Hitmen Foundation and Community Initiatives Grant through the Government of Alberta are possible sources of funding the committee will explore.

Sponsorship logos on boards are a possible fundraising idea.

Also, group rentals could be a source of revenue.

#### **7. Staffing Update: Mike Medwid (In Camera)**

Note: The remaining agenda items were tabled to the next board meeting due to time constraints.

#### **8. Confirm Next Board Meeting Date: May 23, 2017**

#### **9. Adjourn Meeting**

The meeting adjourned by Mike Medwid at 8:32 p.m.