

**Minutes**  
**Meeting of the Directors**  
**Bragg Creek Community Association**  
**Thursday, December 17, 2015 6:00 PM**

Chair: Mike Medwid

Secretary: Stella George

Attending: Mike Medwid, Kristyn Schmidt, Ron Catchick, Stella George, Catherine Watson, Megan Keyser Bishop, Trisha Gizen (joined meeting at 6:52pm), Dave Rupert

Guests: Debbie MacLean

Not attending: Rob McDonell

1. Meeting was called to order at 6:04pm
2. Approval of the Agenda

Motion to approve the agenda as circulated/amended was made by Kristyn Schmidt 2<sup>nd</sup> Catherine Watson. Carried.

3. Note: Minutes of November 17, 2015 approved by email by the board
4. Board member liaisons report back on community groups  
Stella George contacted the Bragg Creek Trails Associations in connection with the hamlet pathways. President Peter Tucker confirmed that the Association would like to be kept informed about the project and is interested in collaborating with the community association on projects where the community site and hamlet pathways would connect to the trails network.

Mike Medwid reported that he represented the board at a community sidewalk maintenance group.

Megan met briefly with Dave Zimmerman with Bragg Creek Church and will meet again in January.

Megan reached out by email to the Junior Forest Wardens and hopes to meet them in January.

Cath expects to have updates from RMCA new board and the little school house in January. Banded Peak School appreciates updates from the board.

Shaye attended wellness committee. Debbie updated that Wendy Farmsworth (outreach from Cochrane FCSS) is now full time and will attend a BCCA meeting in the future as our outreach. Debbie recapped for the board

that the wellness group is a community anchor group that helps direct people to facilities.

5. Open gym and Skating over Christmas season

This is a great idea and the question of who has free access to the unsupervised gym for families was raised: should it be general public; Bragg Creek and area residents or community association members? Bragg Creek and Area residents would be given free access. Ice is being added to the rink and that will be part of free access. Parent supervision and helmet for ice use must be included on the poster.  
**[Shaye to ensure the skating poster advertising includes helmet use]**

6. Playground Project

As of Dec 8, grant application is at national level in Ottawa for approval. Waiting on approval before the community consultation progresses.

7. Little School House proposal

In reflection of the challenges of building maintenance to the Little School House building, a proposal for a reconsideration of the leasing arrangement is in discussion with the School House. Legal work around a proposed change is still being prepared and will come to the board for discussion when it is ready.

8. Treasurer's report

Ron Catchick presented the treasurer's report as circulated.

Highlights:

- The GST rebate application needs to be made in January.
- Revenue year to date is a little behind compared to last year.
- Casino revenue is made available about \$2000 per month.
- Camp revenue is likely to be lower.
- Expenses are in line
- Payroll is forecast about 5% over budget – will need to be monitored.

Kristyn Schmidt motions to accept the treasurer's report as presented  
Dave Rupert 2nd. Carried.

9. Facility Manager update

Luanne Murphy presents the Facility Manager's Report as attached.

Highlights:

- The French drains have been installed to address the ice issue on the south side of the building.
- The Spirit of Christmas went well.

Three items for discussion:

- Addition of an hourly kitchen rate: \$30 prep and dishwasher; \$40 all facility. Agreed.
- Credit card – Luanne call Federation of Calgary Community about credit card possession against by-laws. Pending approval against by-laws board agreed that Luanne will be the named person on a BCCA credit card. **[Ron and Luanne will action the application with Bragg Creek ATB pending confirmation its is in line with by-laws.]**
- The board discusses whether a specialist person should be hired to run Bragg Creek Days. Bragg Creek days will consist of:
  - Movie night will run on Friday.
  - Parade and midway on Saturday plus beer garden, music, market on Saturday and Sunday. Ride for Sight will be part of Bragg Creek Days and the market was a good complementary event.

If a person is hired it is expected that \$2500 more revenue will need to be created to cover cost of hiring a person? Over a three day event, three staff may have issues with covering the number of hours. **The board directed Luanne to work within her operational boundaries to staff Bragg Creek Days appropriately.**

10. Any other business

- a. Within budget assigned, the site development **group [Catherine Watson to facilitate the advertising]** will develop the planning advertising for the site.

11. Next meeting January 26<sup>th</sup>, 2016

12. Motion to adjourn the meeting was made by Catherine Watson. 2<sup>nd</sup> Megan Bishop Keyser. Carried.

Meeting was adjourned at 7pm.