

Minutes
Meeting of the Directors
Bragg Creek Community Association
Thursday, February 23rd 2016 7:00 PM

Attending: Mike Medwid, Stella George, Catherine Watson, Megan Keyser Bishop,
Luanne Murphy, Trisha Gizen

Guests: Deb MacLean

Not attending: Rob McDonell, Kristyn Schmidt, Ron Catchick, Dave Rupert

Chair: Mike Medwid

Secretary: Stella George

1. Meeting was called to order at 7: 08pm
2. Approval of the Agenda

Table:

Little School House extension

Treasurer's Report as not all received the emailed copy.

Additions:

Add steering committee update

Guest Update

Motion to approve the agenda as amended was made by Catherine
Watson 2nd. Megan Keyser Bishop Carried.

3. Minutes of February 9th, 2016

Motion to approve as circulated by email Catherine Watson by 2nd Trisha
Gizen Carried.

4. Facility Managers Report

Meeting with RVC (Friday 18th 2016) provided information on grants,
permits for play park and the emergency situation.

a. Fire suppression

3 bids received to accompany the grant. **Two in range \$130,000 and
one lower.**

RVC indicates that the emergency reserves of the county will meet
half the cost as long as BCCA uses the capital replacement fund the
other half. This capital grant can be submitted to council at any time
for approval.

Trisha Gizen moves that BCCA staff can access up to \$75,000 to match the RVC grant to complete the fire suppression system for Bragg Creek Community Centre. Catherine Watson 2nd. Carried.

[Luanne to develop and apply for capital grant for \$75,000 for emergency repairs to fire suppression system.]

One of the potential contractors held an additional inspection of system to point out issues in the current system.

b. Board liability insurance

Still waiting for document from RVC.

[Luanne to followup with RVC regarding board insurance.]

c. Staffing

Luanne has been working to reduce costs of running the facility. As staffing is one of our major costs staff hours have also been cut where possible but with most programs still running, grant applications, and repairs and site renovation to be managed most staff positions are still as busy as with the facility open.

Grants

Regular capital grant application must be made by March 1st application date.

March 23rd 2016 - capital grant presentation to RVC..

MEC grant – for camp related positions.

Canada summer jobs – 3 positions all camp related.

Other issues in facility:

- Drain from roof over the fire suppression room needs aligning.
- Small water leak in kitchen.

[Luanne to action repairs.]

5. Guest Update

Deb MacLean updated the board about the idea of bringing a wellness outreach worker to the building part-time to help connect partnership services to the community. This would require a small office space for service workers coming to support the community. The board will take this into consideration and consider in relation to building renovations. Note: TelusWise seminar at Redwood March 16th 6:30pm to be promoted on BCCA media. **[Shaye and Stella to advertise Teluswise seminar]**

6. Communications and Needs Analysis
Discussion of volunteer requests and thanks for existing support to be put in media and social media.

Discussion of the preparation material (drawings and needs analysis) for a potential town hall.

[Stella to arrange options with Liz and RVC for the town hall]

7. Playground Update

Development permit application and roadside development permit will be submitted as soon as possible. Discussion as to which required supporting evidence we already have and which pieces need to be put in place. **[Rob will action the missing pieces within the available funds from the existing grant.]**

Red Cross will be re-approached regarding using a grid rather than augured holes for construction.

Planning for site prep and beautification plan underway. Waiting for site survey.

8. Funding Update

Funding requests will be tabled to next meeting due to further information needing to be identified.

Jennifer Stark to be invited to provide guidance to BCCA and user groups when she is available.

9. Steering Committee update: Framework moving forward, phasing and proposed funding models for priority projects

1. IMMEDIATE PROJECTS

- a. Fire Suppression project – Luanne
As above

- b. Site Survey – Mike/Rob
AutoCAD the site survey data (expected by Feb 29th).
Provides a 3-D visualization for community consultation and better estimates for site preparation work and materials.

- c. Play Ground
As above

- d. Communications
As above

- e. Inside building – building design visualization - **Mike Michael** the architect’s brief visual concept to go to community for consultation.

Further user group needs will be discussed: LSH (Stella), Wellness group, (Stella), JFW (Catherine)

Volunteer call wording

Help requests

We would love help with the **play park project** and **building and site renovations**.

Please contact us if you can help with: creating visuals of the building to help use communicate what’ s planned; beautiful site signage, project administration and documentation; grant writing/ reviewing; fundraising; flexible flooring options; donations of site preparation hardware. Sponsorship (monetary donation) to support the purchase of supplies identified by the committee including site furniture such as picnic tables, benches, planters, polished washed stone.

We will be recruiting the play park construction crew of around 40 volunteers soon too! Tree donations and tree planters. Helping with celebration.

BCCA thanks the people who have already been involved and can be involved.

Recreate the Creek (Shannon)

GBCTA

Creekside

David

Trisha Gizen – Bobcat time

- f. Fundraising – Luanne to contact grant writer and Jim to find suitable grants. **[Dave to look into crowd funding for community projects.] [Megan to work on thermometer communications]**

2. NEXT 3 MONTHS

- a. Outside building – play park preparation planning – **[Catherine to continue with the playpark planning and organization]**

- b. Outside Building – overall site layout, signs, rocks etc.
[Mike to work on planning what and where layout and signage is needed]
- c. **[Communication – HCN– Stella, Social Media pictures Shaye]**

3. LOOK AHEAD

- a. Funding projects – which sources for which planned projects?
[Luanne connecting with Jim and Mary – updating the draft list and looking at building a stronger list and determining the timescales for applications.]

- 10. Next meeting March 15th , 2016 at 7pm
Rocky View presentation March 23rd around 3pm in Springbank – board encouraged to attend.
- 11. Motion to adjourn the meeting was made by Megan Bishop Keyser 2nd
Trisha Gizen Carried.
Meeting was adjourned at 9: 46 pm.