

# **Minutes of the Meeting of the Directors**

## **Bragg Creek Community Association**

**Tuesday, May 19th, 2015**

**7:00PM**

**Present:**, Carla Cochran, Jim Goldmann , Marci Matthews, Mike Medwid, Stella George, Luanne Murphy, Kelsey Baldwin

**Absent:** Catherine Watson, Kristyn Schmidt, Rob MacDonell

### **1. Call meeting to order at 7:05pm**

### **2. Approval of the Agenda**

New Business – Heritage Weekend.

Carla moved to approve agenda as changed, 2<sup>nd</sup> Marci Carried.

### **3. Approve Minutes of April 28th, 2015**

Motion to approve minutes of April 28th, Mike. 2<sup>nd</sup> Jim Carried.

### **4. Remembrance Day 2015**

**Mike** to contact John Patton for ideas on who would be the 2015 MC.

**Marci** will connect with Julie Handrahan about ladies auxiliary participation this year.

### **5. Grants Update**

Received:

- \$7,077 CIP grant – computers, ice-making machine, rekey, bar fridge. Approved.
- \$28,250 water/sewer hook up – RVC capital grant.
- \$21,810 lifecycle enhancements – curtain, paint – RVC.
- Quarterly RVC grant for program co-ordinator position.

Submitted: co-op grant playground \$75K.

Follow up:

- \$30K ish CFEP grant – curtain and wall treatment.
- Calgary Foundation grant

## 6. Committee /Revitalization Updates

### External Facility

Kristyn, Stella, Mike and met with Rob McDonell about the exterior site development. [**Rob** will come back to the board with conceptual drawings for the exterior of the site.]

[**Kristyn** - Circulate playground grant to board for review.]

[**Mike** to follow up with Charlie on the well.]

### Internal Facility

The Montessori pre-school will be moving to a new location outside of Bragg Creek. [**Luanne to bring considerations how to use the loft space once it is vacated to next board.**]

[**Luanne**] - look into what additional cleaning and maintenance can be put in place with existing staffing and what additional resources are required. [**Luanne** to seek help she needs within hourly paid agreed hours, including looking for additional help if required.]

Youth room and meeting room. [**Luanne - to obtain and bring quote on the wall removal and separator doors and additional basin and installation to the board for approval. Circulate to the board for approval by email**]

### Community Engagement (including communications)

Website updated to make the contact info up front and central [**update to board meeting advertising required – Stella**]

Volunteer registration tool being piloted by Kelsey for Bragg Creek Days volunteers.

Volunteer drive will be part of Bragg Creek Days alongside membership drive.

Kristyn will meet with marketing - Suggestion - volunteer requests will be branded and standardized to aid in recognition. Marketing work to take this on. **[Kristyn]**

**Committee Actions Summary:**

No reports from community groups this month.

Ladies Auxiliary	Marci
Junior Forest Wardens	Kristyn
Church	Mike
BCPA	Catherine
Artisans	Stella
Recreate the Creek	Stella
Tennis Club	Mike
Historical Society	Marci

**7. Treasurer’s Report**

Carla spoke to the circulated treasurer’s report.

Good shape compared to last year with only some small concerns:

- Grants that didn’t come through – some approvals for grants have not yet been received (summer camp and geotech).
- Auditorium rentals are slightly lower than budget estimate, however, wedding numbers are good this year so this may be a general coding issue **[Carla to consider the codings and look for improvements.]**
- Membership is increasing.
- Events are as expected.

- Programming: adult doing well, kids are OK but still handling loss on camps last year. Camps 2015 must be profitable.
- Utilities are higher, this is in line with higher facility use.
- Maintenance costs are higher this year and grants are being sought to ease this situation. Note: RVC have provided extra funds to support for our extraordinary repairs.
- Salaries are slightly over budget [**Luanne to monitor more closely.**]

[Carla - Proposed budget will be brought to board next month.]

## 8. Facility Managers Report

- Luanne presents her report to the board.
- Fortis has fixed the damaged power box at no cost to BCCA.
- RVC has asked the board to consider the two leased lots (20 and 21) by the river.

RVC proposes to improve the site if the board has no plans for site improvement. If the BCCA relinquishes the licenses then RVC will maintain the improved site. The full board will be consulted and a decision made.

- [**RVC will be contacted to fill the site entrance potholes as they are occurring on the RVC road allowance. Luanne**]
- Water sewage hook up work

Quotes have been received for water sewage hook up.

Mike motions to approve Acreage Development Solutions bid up to \$75,000 for sewer water connection, Jim 2<sup>nd</sup>. Carried. **Luanne is to continue negotiations on the work specification and price.**

This work is expected to be completed between June 29-July 11 th.

### a) Bragg Creek Days budget

Sponsorships are covering the cost of the bands and the proposed mechanical bull.

Discussion was held around the introduction of an admission fee. Kelsey presented to the board that the increased music at Bragg Creek Days and the partnership with Ride for Sight will see increased attendance and a cover fee is inline with other events of this type. In addition to the beer garden with music and the midway there will be afternoon activities included within the fee. The admission fee would be put in place after the pancake breakfast and parade were complete.

Discussion was held around including membership and volunteer drives at admission. The price of membership in this drive should be set to cover the admission fee. It was proposed BCCA members would access the event free. It was proposed that event advertising clearly indicate admission criteria. No motion was made.

[**Kelsey** - The mechanical bull needs to be fully sponsored. Liability waivers must be reviewed and the Accolade Entertainment liability coverage will be checked.]

The board thanks Kelsey for all her hard work aimed toward creating an improved event for 2015.

## **9. New Business**

Marci met with a local group who are wishing to create a Heritage Weekend – proposed date Sept 26th and 27<sup>th</sup> - including on Sept 26<sup>th</sup> a Harvest Ball, dinner (ladies auxiliary) and dance; historical society display including vehicles; and historical walk around Bragg Creek including old time business and on Sept 27<sup>th</sup> a cowboy tea and native village in triangle. The group should approach Luanne to book the community centre and indicate any further support that they may wish the BCCA to provide, for consideration by the board.

**10. Next Meeting – June 16th 2015 at 7pm**

**11. Motion to Adjourn at 9:30pm by Marci . 2<sup>nd</sup> Mike Medwid. Carried.**

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**Mike Medwid, BCCA V.President**

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**Stella George Secretary BCCA**