

Bragg Creek Community Association

Meeting Minutes

Location: Bragg Creek Community Association

May 20, 2014
7:00 PM

Attending: Dave Rupert, Jim Goldmann, Kristyn Schmidt, Mike Medwid, Peter Faloon, Stella George, Sunil Mattu, Trevor Freeman.

Absent: Carla Cochran, Rob Paterson, Steve Mowvley

Guests: Debbie MacLean, Heather O'Bray, Jane Prebushewsky, Lisa Bannerman, Shannon Bailey.

Chair: Kristyn Schmidt

Secretary: Stella George (**Please note actions are in bold**)

1. Meeting called to order at 7:06pm

2. Approval of the Agenda

Addition - Recreate the Creek Initiative

Motion to approve agenda as amended - Peter Faloon, 2nd Dave Rupert. Carried.

3. Approve Minutes of March 18, 2014

Two amendments to item 4e.

Now reads "The BCCA can support Debbie by applying for grants where appropriate." and "The PCN grant writer might be able to help in reviewing applications."

Motion to approve minutes March 18th 2014 - Kristyn Schmidt, 2nd Peter Faloon. Carried.

4. Approve Notes of April 14, 2014 Meeting

Amendments to circulated note:

- Daniel Macmillan to be added to guest list;
- memorandum of understanding being formalised by RVC and RedCross;
- inter-agency resource list does not include preparedness information.

The notes (including the amendments requested) were accepted.

5. ReCreate the Creek Initiative

The board welcomed the ReCreate the Creek team (Heather O'Bray , Jane Prebushewsky, Shannon Bailey) Peter Faloon outlined their strategy:

PHASE 1 Pick up flood debris

Saturday June 28th event. The group asks that BCCA provide, access to the centre for washrooms and parking lot for dumpsters, and BBQ. The BCCA can also help with signage for the event, advertising and links to other Creeker groups. the group asked for help with management of volunteers if needed.

PHASE 2 Beautify the Creek

BCCA via Ladies Auxiliary is asking for help with grant applications. Some activity will be planting trees in the fall and more in the spring.

Shannon Bailey and Karen Norgaard are the lead contacts. They have identified grants they would like to apply for.

Peter Faloon moves the BCCA support the Recreate the Creek Initiative through phase 1. 2nd Dave Rupert. Carried.

After further discussion the BCCA will support phase 2 grant applications subject to clarification that there are eligible grants.

Recreate the creek to co-ordinate with Facility Manager for use of facility.

Recreate the Creek to co-ordinate with Community Engagement Committee regarding contacting other Creeker groups.

The board requests Facility Manager create a clear process for grant applications.

The board would like to meet about **how to support the Ladies Auxiliary at the next board meeting**. Facility manager suggests we start with **a community profile on the Ladies Auxiliary**.

6. Chamber of Commerce Update - Lisa Bannerman

The Chamber paid a market research company to research Bragg Creek - the results will be presented June 25th at the Chamber Board Meeting. Headlines from results of the research:

- Bragg Creek has no major hurdles to people coming to Bragg Creek.
- Bragg Creek is a day destination area for nature and outdoor recreation.

A new brochure and tear off map has been created by Mark Kamachi for the Chamber. RVC has funded this.

RVC's Economic Disaster Recovery Project "Bragg Creek Community Report" - has been published and a debrief meeting was

held last week. The report is on RVC website. Lisa reported the headline of report:

- Bragg Creek needs to grow to sustain the services the permanent residents need.

7. Representative for Chamber meetings

The BCCA should be represented at the chamber meetings to promote communications. The meetings are on the 4th weds of each month.

Rotating representative.

May 28 - clashes with Emergency Preparedness Expo. **If anyone is free, please attend.**

June 25 - Peter Faloon will attend. Thank you Peter.

The next meeting will be in September.

8. Spring 2014 Action Plan (Flood preparedness)

- a. May 28 Open House - Emergency Preparedness Expo.

Open information session with RVC and RedCross. Randy Smith, RVC fire chief will present RVC emergency plan - he will talk at several points in the evening. RedCross will also present preparedness several times in the evening. Other booths will be manned by the Bragg Creek and Area Wellness Coalition.

- b. June 20 Commemorative Event

Sunil talked to a proposal from the Powderhorn to organise and run an all ages community event on June 20th outside the Powderhorn.

The board discussed the proposal (see circulated proposal) and recognised the Powderhorn's proposal as a generous community building initiative. A donation of a specific item will

be made to the chamber and the community centre. Staff are giving their time for free. Food and Drink will be provided at cost.

Dave Rupert motioned that the BCCA will support the Powderhorn's proposal to hold a community event on June 20th. 2nd Kristyn Schmidt. Carried.

Facility manager to finalise an audit an of inventory for BCCA centre and then create a wish list of centre needs for the Powderhorn.

c. Bragg Creek Days - Report and Budget Approval

Thanks were offered to Laura for her organization of the event up to the day she left the community centre. The budget was reviewed. It is in line with previous years.

Kristyn Schmidt motioned the budget be accepted for 2014 Bragg Creek Days. Peter Faloon 2nd. Carried.

8. Capital Funding Approval

The total grant request is \$89,150. The BCCA Capital grant application was approved by RVC for \$46,750.

a. Community Facility Enhancement Program Grant

The CFEP grant application will supplement the other 50% of the needs for the centre (\$42,400). The BCCA should hear back on this July/August 2014.

9. Facility Manager's Report

a. Introduction/Facility Update

The Board congratulates Trevor for hitting the ground running and doing a great job in his first month.

[Secretary's note: Laura and Brooke have both completed their contracts with BCCA and will shortly welcome their new babies. Kelsey has moved on in her career to Canmore.]

Camp Co-ordinator, Shaye Radford will be joining the team on May 26th.

b. Membership/Community Engagement

Facility manager notes Recreate Creek group aligns with BCCA priorities.

Last movie night - Lego movie - 184 people attended. Youth volunteers, Jnr Forest Wardens, were great in helping out on the night - thank you! Looking to engage more youth groups and have a membership table on the night.

Next movie night June 13th. **Request the board help out to engage adults more - contact Trevor to volunteer ideas and time. Membership sign up table with incentive.**

A double bill movie will run the Friday (18th July) of Bragg Creek Days.

c. Server approval

The server needs replacing. The board discussed the types of system available. **The facility manager will put a proposal forward including budget and bring it to June board meeting.**

d. Popcorn Machine approval

The popcorn machine is invaluable in the community centre. **A proposal to replace the popcorn machine will come to the July board meeting.**

e. Insurance

Certificate was circulated to the board.

f. Horses Jump to Give a Leg Up

Facility Manager outlined the horse project. Thanks to Laura for winning the “horse” bid for the BCCA. A small group of local artists are working on the decoration of the horse. This is a competition with prizes run by Spruce Meadows, the horses will be shown over the summer at Spruce Meadows and then auctioned off.

The community must send 12 people to Spruce Meadows. **Trevor requests volunteers to come to Saturday June 7 in the afternoon for the unveiling.**

10. Treasurer’s Report

The treasurer’s report was circulated to the board. The Facility Manager reported highlights to the board:

- The spend is close to budget.
- Facility rental revenue - external events are difficult to promote with current staffing levels. Local facilities (Bragg and Redwood) are being approached to be determine how they manage community meeting location referrals.

Trevor considers we must determine our identity more clearly before we market for a rental stream.

11. Committee Updates

a. Financial Sustainability

No report as committee members not able to be present.

b. Community Engagement

Recreate the Creek discussion - see earlier.

Flood 2013 debrief session - May 29th at 5pm with Daniel MacMillan.

c. Facility Care & Improvements

Jim has been investigating what a gym armoring project will look like and what the financial request will need to be. **Proposal forthcoming.**

A meeting on a library being located in the facility will take place this week.

d. Programs & Events

Trevor to investigate placing an information kiosk at the centre. There may be provincial funding for it especially if the centre can make washroom facilities available to visitors.

Summer camp planning underway with Shay taking over on May 26th.

Fall planning will happen over summer.

12. New Business - none due to time constraints.

13. Next Meeting – June 17, 2014

Other dates to note

- Chamber of Commerce board meeting is the last weds of the month.
- Bragg Creek Days July 19th
- Banded Peak Challenge is July 26th

14. Adjournment

Motion to adjourn meeting at 9:25pm by Kristyn Schmidt . 2nd Mike Medwid. Carried.

Kristyn Schmidt, President

Stella George, Secretary