

AGENDA: Bragg Creek Community Association Board Meeting

Date: Tuesday, August 19, 2025
Time: 6:30 – 8:30pm
Location: Bragg Creek Community Center

Mission: We support the greater Bragg Creek area through programs, events, services and facilities that build community.

Vision: Our community is connected and engaged through our welcoming and vibrant community association.

Areas of focus: Revenue, infrastructure and operations, facilities and grounds, programs and services, events.

- | | |
|---------------|---|
| TBA | Call to Order
Agenda Approval
Motion to Approve Minutes of June 24, 2025 by:
2 nd by: |
| 5 Min | Elect Today's Secretary:
Board will rotate secretary responsibility until the role can be filled. |
| 15 Min | Executive Director's Report – Guy |
| 10 Min | Treasurer's Report – Tanjou
Motion to Approve Treasurer's Report by:
2 nd by: |
| 30 Min | Committee Reports:

Standing <ul style="list-style-type: none">• Human Resources - TL• Facilities and Infrastructure – Calvin• Volunteer Management Committee – Ramonde<ul style="list-style-type: none">○ Update to the Board○ Year End Volunteerism Report
Ad hoc <ul style="list-style-type: none">• Bragg Creek Days – Ramonde – Debrief and Budget Actuals• Bragg Creek Veterans Memorial Committee – TL (SPRING and FALL only)• Recruitment – TL (need help!)
No Reports This Month: <ul style="list-style-type: none">• Community Research Committee – Vacant• Rink Committee – TL• Sustainability and Resiliency Committee – Vacancy |

20 Min

Liaison updates:

- RVC ASP Visioning Committee update – TL (to be removed)
- Bragg Creek Foundation – Ramonde
- Bragg Creek Snowbirds – Colin
- Bragg Creek Chamber – TL
- Bragg Creek Trails – Tanjou
- Bragg Creek Wild – Vacant
- Bragg Creek Environmental Coalition (BCEC) – Vacant

10 Min

New Business:

- Sponsorship Plan + Board - TL

Adjournment: TBA

Next meeting:

Sept 30? @ 6:30pm



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TBA **Call to Order @ 7:20pm in the most sublime location we ever held a meeting in the last 2 decades.**

Agenda Approval

Motion to Approve Minutes of June 24, 2025 by: Tanjou

2nd by: Colin

5 Min **Elect Today's Secretary: TL**
Board will rotate secretary responsibility until the role can be filled.

15 Min **Executive Director's Report – Guy**
- Sprinkler flush happened today. 😊
- Only one respondent for the cover (roof extension) RFQ
- Rink/Zamboni Project: Next steps proceed with project scoping with (newer) used Zamboni and apply to RVC for capital funding to open the door for estimating RVC funding support for the project.
- Summer camps nearly doubled in participation from last year

10 Min **Treasurer's Report – Tanjou**
- Financial year-end complete yesterday and all information is being sent to the auditor this week. We are estimating somewhere from a balanced budget to + \$10K for the year, final numbers come with the audit.

30 Min **Committee Reports:**

Standing

- Human Resources – TL (included in ED report)
- Facilities and Infrastructure (included in ED report)
- Volunteer Management Committee – Ramonde
 - Update to the Board
 - Year End Volunteerism Report
 - 109 volunteers with 25 youth, (566 hours)

Ad hoc

- Bragg Creek Days – Ramonde – Debrief and Budget Actuals
- Bragg Creek Veterans Memorial Committee – TL (SPRING and FALL)

- only)
- Recruitment – TL (need help!)

No Reports This Month:

- Community Research Committee – Vacant
- Rink Committee – TL
- Sustainability and Resiliency Committee – Vacancy

20 Min

Liaison updates:

- RVC ASP Visioning Committee update – TL (to be removed)
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10 Min

New Business:

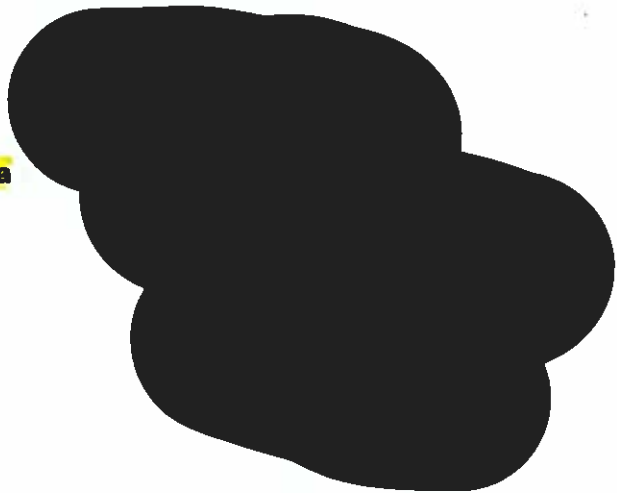
- Sponsorship Plan + Board – TL
- General board

Adjournment: 9:02pm

Next meeting:

Oct.1 @ 6:30pm

- **Add Fundraising Event to next Agenda**





Bragg Creek Centre

Executive Director Monthly Report

Submitted By: Guy Latour

Date: August 19th, 2025

I was off of work for two weeks for my knee replacement. I worked from home for two weeks and returned to work in person on August 11th.

Summary of monthly Initiatives

HR – Supervision, Payroll, scheduling

- Meeting with HR committee weekly
- Significant time invested in researching and reviewing best practices for decision making and making recommendations to the HR committee and staff on processes for decision making. Includes memos on:
 - How we make decisions as a group
 - Using evidence to guide those decisions
 - The role of risk assessment in shaping good outcomes
 - How surveys help us collect the data we need to make informed choices

Facility

- **Zamboni Project** - No new information
- **Sprinkler Flush** – Initial flush occurring on August 18th and 18th. Results will indicate how bad the system is and if a full flush will be required. A full flush would involve potential shutting down the facility for a full week, removal of all sprinkler heads, and be very expensive. We have requested a quote on a full flush but have not received it yet
- **Day Care cover** – a design build Request for Quote (RFQ) has been issued to over see the full project including the scope of the design and permitting as well as the construction. Only one contractor has shown interest and capacity to do both the design and build component of the RFQ
- **Picnic Tables** – four new picnic tables built at a cost of \$200 each. Two more planned. Work provided by Tim as cost of materials
- **Contacts** – working with Lynn we updated our facility contractors contact information including confirmation of all security and fire alarm information
- **Radios** – Purchased new radios and obtained radio licence and our own frequencies
- **Grants** – Capital grants for Rockyview County due at start of October 1st.

Financial & Fundraising

- Our April reporting has us coming in at a surplus of \$40,000+. It is being adjusted constantly as we finalize the year end. Our budget was for a surplus of \$21,052.00
- Lots of work on Audit by both Sandy and me
- We closed out our fiscal year as of August 11th.
- We will be submitting all our documents to the auditor on August 18th

Administration

- Shaye is helping with office administration during the summer
- Met with our insurance broker to get information and clarification of our policy and its requirements

Short and Long-Term Planning

- No updates

Communication & Marketing

- I still have been taking a role in marketing and communication. Website and newsletter.



Bragg Creek Centre

- Major initial research and brainstorming done on a sponsorship package program in preparation of rink boards advertising campaign and SOC and WW Events
- Major work on compiling a better contact list of our local businesses and organizations for us to use

Programs

- Support Summer Camp with roster monitoring and parent communication
- Shaye has been taking the lead on many other program tasks including additional summer camp support
- **Summer Camp**
 - 90 full week registration this year compared to 55 last year – up 62%!!! 48 full day drop-ins
- **Returning Programs** (set to return between the 2nd-3rd weeks of September):
 - Adult & Senior Pickleball: Monday & Wednesday 9:00am - 11:00am, Tuesday & Thursday 6:30pm - 9:00pm (Mon & Wed is new time and days to replace Tues & Thurs at lunch)
 - Kids Dance Classes with Springbank Dancers: Mondays 3:30pm - 8pm (our first under the Program Partnership Agreement!)
 - Adult Dungeons & Dragons - Tuesdays 6:00pm start (currently full pending new DM)
 - Family Rumble & Roar: 9:30am - 11:30am (ages birth - 6yrs with caregivers, drop-in)
 - Senior Artsy Afternoon: Thursdays 1:00pm - 4:00 pm
- **New & Expected Programs:**
 - School-aged kids Multisport Mashup with Peak Ambition: Tuesdays and Thursdays 3:30pm - 5pm, registration required
 - New parents Baby & Me Yoga: Tuesday mornings, October start (seeking instructor or partnership with yoga studio in town)

Education & Networking

- Still unable to attend any networking opportunities with the Federation of Communities due to workload

Policy and procedure

- No updates
- Continuing work with HR Committee and staff on On-Call and Minimal Working Hours policy and procedure
- Currently working on Health & Safety, On Call, Liquor, Financial, Working from home policies for future review

Board Governance

- No updates

Events

- Attending meetings and providing support for Bragg Creek Days and Remembrance Day

BCCA Treasurer Report - July 2025

Treasurer Report - Highlights
1. End of fiscal year, pre-adjustments and audit, the BCCA has a net revenue of \$43,218.
2. Rental income was low in June (\$5,566.50)
3. Current focus on creating and implementing a financial policy & new board reporting for next fiscal year.

June 2025 Review					
	Revenue		Expenses		NET Revenue
Actual (grant adj)	\$ 25,150.71	\$	30,612.54	-\$	5,461.83
Budget	46,562.67		44,808.33		1,754.33
Difference	-\$ 21,411.96	-\$	14,195.79	-\$	7,216.16

Monthly Review/YTD					
	Revenue		Expenses		NET Revenue
June	\$ 8,317.38	\$	30,612.54	-\$	22,295.16
May	11,213.95		37,667.40	-	26,453.45
April	12,818.46		35,666.28	-	22,847.82
March	17,215.82		29,051.31	-	11,835.49
February	25,150.71		32,066.52	-	6,915.81
January	28,616.24		39,908.96	-	11,292.72
December	34,111.21		39,046.95	-	4,935.74
November	21,116.59		49,688.49	-	28,571.90
October	26,384.66		46,442.73	-	20,058.07
September	26,128.94		44,496.19	-	18,367.25
August	25,416.16		37,615.66	-	12,199.50
July	266,609.14		39,927.07		226,682.07
YTD*	513,787.00		470,569.00		43,218.00
Budget	558,752.00		537,700.00		21,052.00
Difference	-\$ 44,965.00	-\$	67,131.00	\$	22,166.00
RV Grant Adj	- 44,965.00	-\$	67,131.00	\$	22,166.00

RV Grant = \$202,000 (July)

\$16,833.33/month

Bragg Creek Community Association

Financial Statements at July 31, 2025

REVENUE

	Last Year Actuals July 2024 - June 2025	Current Year Budget July 2025 - June 2026	Current YTD Actuals July 2025 - June 2025	Percentage Difference Current Year Budget & YTD Actuals	Actuals July 1 - 31, 2025
Donations & Grants					
4010 Donations - Received	2,970.00	1,000.00	300.00	0%	300.00
4011 Sponsorships	-1,500.00	4,000.00	0.00	0%	0.00
4013 Donations - Pay Pal	474.30	300.00	18.78	0%	18.78
4015 Donations	2,267.95	5,000.00	109.00	2%	109.00
4020 Grants - FCSS	6,121.25	6,304.89	0.00	0%	0.00
4022 Grants - EV Chargers	16982.22	0.00	0.00	0%	0.00
4025 Grants - Shell Legacy/UK Online	485.50	0.00	0.00	0%	0.00
4030 Grants - Community Initiative	0.00	0.00	0.00	0%	0.00
4032 Grants - Second Harvest Food Support	0.00	0.00	0.00	0%	0.00
4037 Grants - Calgary Foundation	0.00	0.00	0.00	0%	0.00
4038 Grants - Fortis Alberta	0.00	0.00	0.00	0%	0.00
4045 Grants - Alberta Gov - Relaunch	0.00	0.00	0.00	0%	0.00
4047 Grants - Alberta Gov	0.00	0.00	0.00	0%	0.00
4050 Grants - Canada Summer Jobs	13,897.00	13,200.00	0.00	0%	0.00
4055 Grants - AHS	0.00	0.00	0.00	0%	0.00
4060 Grants - Rockyview Operational	202,000.00	180,000.00	15,000.00	8%	15,000.00
4061 Grants - Rockyview Capital Grants	20,050.00	0.00	0.00	0%	0.00
4067 Grants - CFEP	0.00	0.00	0.00	0%	0.00
4062 Grants - Rockyview Greenhouse	0.00	0.00	0.00	0%	0.00
4068 Government Assist - CEBA	0.00	0.00	0.00	0%	0.00
Total Donations & Grants	263,748.22	209,804.89	15,427.78	7%	15,427.78
Rental Revenue					
4110 Auditorium Rental	62,256.35	44,000.00	4,451.59	10%	4,451.59
4119 Lobby Rentals	0.00	0.00	0.00	0%	0.00
4120 Facility Leases	47,797.98	50,000.00	5,797.50	12%	5,797.50
4130 Weddings	0.00	10,000.00	4,005.00	0%	4,005.00
4140 Events	500.00	2,600.00	0.00	0%	0.00
4145 Kitchen Rental	1,950.00	500.00	340.00	68%	340.00
4150 Meeting Rooms	10,812.00	8,500.00	1,140.00	18%	1,140.00
4155 Parking Lot Rental	0.00	0.00	0.00	0%	0.00
4160 Equipment Rentals	855.00	2,000.00	100.00	5%	100.00
4169 Ice Rink Revenue	932.50	0.00	0.00	0%	0.00
4170 Ice Rink Rental Revenue	962.50	500.00	0.00	0%	0.00
Total Rental Revenue	126,068.31	116,100.00	15,834.09	14%	15,834.09
Revenue					
4310 Membership Revenue	2,810.00	4,000.00	290.00	7%	290.00
4315 Rink Board Ads	11,425.00	15,000.00	0.00	0%	0.00
4320 Commercial Bar	1,479.00	7,500.00	0.00	0%	0.00
4325 Concession/Coffee Service	82.00	2,500.00	0.00	0%	0.00
4335 Bottle Returns	0.00	0.00	0.00	0%	0.00
4345 Charging Station Revenue	419.42	500.00	75.17	0%	75.17
4350 Casino	15,000.00	15,000.00	15,000.00	100%	15,000.00
4360 Interest Income	5,541.63	6,000.00	388.90	6%	388.90
4362 Art Work Commissions	0.00	0.00	0.00	0%	0.00
4365 Misc Revenue	0.00	3,654.01	0.00	0%	0.00
4380 Amortized Contributions	0.00	0.00	0.00	0%	0.00
New Capital Projects	0.00	7,500.00	0.00	0%	0.00
4381 Gains (Losses) on Disposal of Asset	0.00	0.00	0.00	0%	0.00
4382 Capital - BCESA	600.00	1,200.00	1,200.00	100%	1,200.00
Total Revenue	37,357.05	62,854.01	16,954.07	27%	16,954.07
Ladies Auxiliary Revenue					
4411 Ladies Auxiliary - Donations	0.00	0.00	0.00	0%	0.00
4412 Ladies Auxiliary - Covid Donations	0.00	0.00	0.00	0%	0.00
4413 Ladies Auxiliary - Memberships	0.00	0.00	0.00	0%	0.00
4415 Ladies Auxiliary - Events	0.00	0.00	0.00	0%	0.00
4417 Ladies Auxiliary - Memorial	0.00	0.00	0.00	0%	0.00
Total Ladies Auxiliary Revenue	0.00	0.00	0.00	0%	0.00
Canotaph Revenue					
4510 Canotaph - Other	2,500.00	2,000.00	0.00	0%	0.00
Total Canotaph Revenue	2,500.00	2,000.00	0.00	0%	0.00
Community Service Revenue					
4611 AHS - Wellness Committee - Grants	0.00	0.00	0.00	0%	0.00
Total Community Service Revenue	0.00	0.00	0.00	0%	0.00
Programming Revenue					
4810 Camps & PD Days	14,120.00	25,000.00	24,215.00	97%	24,215.00
4815 Co-Workspace Revenue	0.00	0.00	0.00	0%	0.00
4817 Nature School-Rediscover Play	0.00	0.00	0.00	0%	0.00
4820 Adult Programming	5,743.00	12,600.00	30.00	0%	30.00
4830 Children Programming	0.00	500.00	0.00	0%	0.00

4831 Youth Programming	0 00	500 00	1,500 00	0%	1,500 00
4835 Trail Maps	0 00	0 00	0 00	0%	0 00
4860 FCSS Rumble & Roar	0 00	0 00	0 00	0%	0 00
4865 Birthday Parties	0 00	0 00	350 00	350%	350 00
4870 Kid's Events - Movies, Halloween	450 00	4,000 00	0 00	0%	0 00
Total Programming Revenue	20,313 00	42,600 00	26,095 00	61%	26,095 00

Event Revenue

4910 Taste of Bragg Creek	0 00	0 00	0 00	0%	0 00
4920 BCCA Events	60 00	0 00	0 00	0%	0 00
4925 Community Garden	0 00	0 00	0 00	0%	0 00
4931 Farmers Market	9,299 85	10,500 00	14,063 95	0%	14,063 95
4942 A Skuzzy Beach Party	0 00	0 00	0 00	0%	0 00
4944 Comedy Night in the Creek	0 00	0 00	0 00	0%	0 00
4946 Christmas Market	22,009 00	20,000 00	0 00	0%	0 00
4947 Christmas - Kids Store & Concession	0 00	0 00	0 00	0%	0 00
4948 Light Up Market	0 00	0 00	0 00	0%	0 00
4949 Spirit of Christmas	10,000 00	10,000 00	0 00	0%	0 00
4950 Bragg Creek Days	7,799 06	8,000 00	11,403 02	0%	11,403 02
4955 Winter in the Woods	14,834 51	18,000 00	0 00	0%	0 00
4980 Gains (Losses) on Disposal of Asset	0 00	0 00	0 00	0%	0 00
Total Event Revenue	63,802 42	66,500 00	25,466 97	38%	25,466 97

TOTAL REVENUE	513,787 00	499,858 90	99,777 91	20%	99,777 91
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EXPENSE

Expenses

5110 Property & Business Taxes	11,979 45	12,000 00	1,029 57	9%	1,029 57
5320 Commercial Bar Expenses	1,361 18	5,000 00	0 00	0%	0 00
5325 Wedding expense	0 00	1,000 00	0 00	0%	0 00
5326 Linen Supplies	821 20	500 00	0 00	0%	0 00
5345 Charging Station Expenses	0 00	500 00	0 00	0%	0 00
5350 Casino	0 00	0 00	0 00	0%	0 00
5328 Concession Expenses	438 69	1,000 00	0 00	0%	0 00
5340 Raffle Expenses	0 00	0 00	0 00	0%	0 00
5330 Pop Machine Expenses	62 99	0 00	0 00	0%	0 00
Total Expenses	14,863 51	20,000 00	1,029 57	5%	1,029 57

Payroll Expenses

5411 Office Wages	142,785 63	160,000 00	6,930 76	4%	6,930 76
5412 Camp Wages	13,137 90	17,360 00	1,300 95	7%	1,300 95
5415 Building/Maintenance Wages	40,309 78	45,000 00	2,228 28	5%	2,228 28
5417 Rental Wages	16,444 19	0 00	7,853 68	7854%	7,853 68
5420 EI Expense	4,914 05	5,000 00	3,999 25	80%	3,999 25
5430 CPP Expense	11,520 71	14,000 00	1,002 26	7%	1,002 26
5432 Payroll Fees	1,328 76	1,500 00	140 96	9%	140 96
5433 10% Wage Subsidy	0 00	0 00	0 00	0%	0 00
5434 CEWS - Wage Subsidy	0 00	0 00	0 00	0%	0 00
5440 WCB Expense	2,427 30	3,000 00	0 00	0%	0 00
5464 Casual Labour	300 00	0 00	0 00	0%	0 00
Total Payroll Expense	233,166 32	245,860 00	23,456 14	10%	23,456 14

Cenotaph Expenses

5497 Other Cenotaph Expenses	240 00	1,000 00	158 00	16%	158 00
Total Cenotaph Expenses	240 00	1,000 00	158 00	16%	158 00

General & Administrative Expenses

5509 Honorarium	0 00	1,000 00	0 00	0%	0 00
5510 Accounting & Legal	5,743 50	10,000 00	0 00	0%	0 00
5511 Petty Cash Overage/Shortage	40 05	50 00	0 00	0%	0 00
5512 Advertising & Promotions	2,512 15	5,000 00	625 00	13%	625 00
5515 Licenses, Fees & Memberships	1,592 48	4,000 00	0 00	0%	0 00
5520 Bad Debts	0 00	0 00	0 00	0%	0 00
5525 Board Meetings/AGM Expenses	900 15	750 00	0 00	0%	0 00
5530 Staff Promo/Meals	95 45	600 00	0 00	0%	0 00
5535 Insurance	9,953 16	12,000 00	854 98	7%	854 98
5540 Courier & KM charges	76 15	200 00	0 00	0%	0 00
5542 CERS - Rent Subsidy	0 00	0 00	0 00	0%	0 00
5545 Credit Card Charges	520 74	2,000 00	32 25	2%	32 25
5546 Pay Pal Fees	0 00	100 00	0 00	0%	0 00
5547 GST Non-claimable	3,717 57	13,390 00	0 00	0%	0 00
5548 Amortization	0 00	-	0 00	0%	0 00
5550 Interest & Bank Charges	494 35	500 00	65 23	13%	65 23
5555 Telephone/Internet	989 92	2,500 00	0 00	0%	0 00
5560 Office Supplies	2,453 74	2,500 00	14 96	1%	14 96
5565 Office Equipment Lease	0 00	0 00	0 00	0%	0 00
5570 Computers & Software	12,835 82	9,300 00	1,343 33	14%	1,343 33
5575 Computer Tech Support	760 00	700 00	0 00	0%	0 00
5579 Contract Services	14,770 00	16,800 00	1,779 50	11%	1,779 50

5594 Community Church	200 00	200 00	0 00	0%	0 00
5595 Rental Costs	0 00	0 00	0 00	0%	0 00
5600 Repair & Maintenance	22,181 72	35,000 00	1,023 61	3%	1,023 61
5601 Playground	74 72	500 00	0 00	0%	0 00
5610 Hockey Rink - Supplies/Fundraising	4,248 54	8,240 00	443 68	5%	443 68
5619 Janitorial Services	20,668 81	22,100 00	2,134 24	10%	2,134 24
5620 Janitorial Supplies	3,511 23	4,200 00	68 00	2%	68 00
5630 Garbage Removal	5,101 62	5,400 00	526 57	10%	526 57
5640 Snow Removal	6,164 99	8,500 00	0 00	0%	0 00
5650 Lawn & Garden Maintenance	2,980 87	2,100 00	178 25	8%	178 25
5660 Fire Suppression System	6,321 07	10,000 00	0 00	0%	0 00
5670 Security	871 13	1,680 00	183 00	11%	183 00
5671 Ladies Auxiliary - Donations/Gifts	0 00	0 00	0 00	0%	0 00
5672 Ladies Auxiliary - Covid Relief	0 00	0 00	0 00	0%	0 00
5673 Ladies Auxiliary - Meeting/Supplies	0 00	0 00	0 00	0%	0 00
5674 Ladies Auxiliary - BCCA event	0 00	0 00	0 00	0%	0 00
5675 Ladies Auxiliary - Sponsorship	0 00	0 00	0 00	0%	0 00
5676 Ladies Auxiliary - Remembrance Day	0 00	0 00	0 00	0%	0 00
5677 Ladies Auxiliary - Events	0 00	0 00	0 00	0%	0 00
5680 Gas	14,165 41	14,832 00	179 60	1%	179 60
5682 Electricity	23,628 78	21,424 00	1,423 39	7%	1,423 39
5684 Water	2,459 95	4,000 00	25 00	1%	25 00
5685 RVC - Wastewater	1,705 97	1,000 00	353 02	35%	353 02
5686 Septic Pumpout	472 50	500 00	0 00	0%	0 00
5700 Staff & Volunteer Development	600 00	3,600 00	0 00	0%	0 00
5715 Web Page	0 00	0 00	0 00	0%	0 00
5720 Lease & Printing Costs	2,101 55	1,900 00	412 69	22%	412 69
5740 Tools and Supplies	0 00	500 00	0 00	0%	0 00
5745 Equipment Repairs & Rentals	0 00	750 00	0 00	0%	0 00
5750 Kitchen Supplies	1561 83	500 00	0 00	0%	0 00
5755 Sports Equipment and Supplies	0 00	500 00	0 00	0%	0 00
5761 AHS - Wellness Committee	278 68	0 00	160 00	160%	160 00
Total General & Administrative Expenses	176,454 40	228,816 00	11,828 30	5%	11,828 30
Programming Expenses					
5810 Camp Expenses	11,637 49	12,500 00	141 05	1%	141 05
5815 Co-Workspace Expenses	0 00	0 00	0 00	0%	0 00
5717 Nature School-Rediscover Play	0 00	0 00	0 00	0%	0 00
5820 Adult Programming Expenses	148 30	1,000 00	0 00	0%	0 00
5830 Children Programming Expenses	0 00	500 00	0 00	0%	0 00
5835 Youth Programming Expenses	0 00	500 00	0 00	0%	0 00
5860 Rumble & Roar Expenses	235 89	0 00	0 00	0%	0 00
5870 Kid's Events- Movies, Halloween	390 23	4,000 00	0 00	0%	0 00
Total Programming Expenses	12,411 91	18,500 00	141 05	1%	141 05
Event Expenses					
5922 Comedy Night in the Creek	0 00	0 00	0 00	0%	0 00
5928 Food Rescue - Covid 19	0 00	0 00	0 00	0%	0 00
5933 Community Garden	0 00	0 00	0 00	0%	0 00
5931 Gold Bamford 2022	0 00	0 00	0 00	0%	0 00
5937 Farmers Market	499 48	1,500 00	412 26	0%	412 26
5938 Christmas Market	0 00	2,000 00	0 00	0%	0 00
5940 BCCA Events	228 01	500 00	0 00	0%	0 00
5941 A Skuzzy Beach Party	0 00	0 00	0 00	0%	0 00
5945 Winter in the Woods	10,003 94	8,000 00	0 00	0%	0 00
5950 Bragg Creek Days	7,864 87	5,500 00	5,558 61	0%	5,558 61
5951 Kids Only Christmas Store Expense	0 00	0 00	0 00	0%	0 00
5952 Spirit of Christmas Expense	11,898 92	10,000 00	0 00	0%	0 00
Total Event Expenses	30,495 22	27,500 00	5,968 87	22%	5,968 87
TOTAL EXPENSE	467,433 36	541,676 00	42,579 93	8%	42,579 93
NET INCOME	48,353 64	41,817 10	57,197 98	-137%	57,197 98

Bragg Creek Community Association
Balance Sheet
July 31, 2025

ASSET

Current Assets

ATB Chequing	209,211.99	
ATB - T-Bill Savings	207,428.94	
ATB Chequing - Casino	13,662.47	
Petty Cash	250.00	
Float	500.00	
ATB Mastercard - Cash HOLD	5,511.98	
AHS - Wellness Committee	769.35	
Total Cash		437,334.73
Grants Receivable	16,982.00	
Total Receivable		16,982.00
Prepaid Expenses - other		5,121.70
Total Current Assets		459,438.43

Capital Assets

Land & Improvements	217,472.29	
Acc Amortization Land & Improvement	-156,987.64	
NBV - Land & Improvements		60,484.65
Civil Engineering Site Services		32,300.00
Buildings & Improvements	2,192,280.67	
Acc Amortization Buildings & Improv	-2,013,771.12	
NBV - Buildings & Improvements		178,509.55
Ice Rink & Skate Shack	214,988.64	
Acc Amortization Ice Rink & Skate S	-168,437.57	
NBV - Ice Rink & Skate Shack		46,551.07
Playground Equipment	169,194.21	
Acc Amortization Playground Equipme	-119,226.22	
NBV - Playground Equipment		49,967.99
Furniture & Fixtures	361,847.00	
Acc Amortization Furniture & Fixtur	-346,610.95	
NBV - Furniture & Fixtures		15,236.05
Artwork	2,000.00	
Fence YE	4,925.50	
Acc Amortization - Fence	-246.28	
NBV - Fence		6,679.22

Equipment	44,946.92	
Acc Amortization Equipment	<u>-39,043.97</u>	
NVB - Equipment		5,902.95
Computer Equipment	19,141.86	
Acc Amortization - Computer	<u>-14,257.08</u>	
NBV - Computer		4,884.78
EV Chargers	<u>36,828.00</u>	
NBV - EV Chargers		<u>36,828.00</u>
Total Capital Assets		<u><u>437,344.26</u></u>
TOTAL ASSET		<u><u>896,782.69</u></u>

LIABILITY

Current Liabilities

Accounts Payable		4,592.48
ATB Financial Mastercard		0.00
Refundable Deposits		1,492.00
Deferred Cash Contribution - Grants		22,666.68
GST Paid on Purchases	-4,269.36	
GST Rebate Filed	<u>0.00</u>	
GST Owing (Refund)		<u>-4,269.36</u>
Total Current Liabilities		<u><u>24,481.80</u></u>

Deferred Revenue

Deferred Revenue Weddings		0.00
Deferred Revenue Bragg Creek Days		0.00
Deferred Revenue Camp		0.00
Deferred Revenue Market		0.00
Deferred Revenue		163,177.50
Deferred Contributions		94,168.42
Deferred Contr - Hot Water Tanks		-424.69
Deferred Contri - EV Charg Stations		-3,018.00
Deferred Contribution - Casino		<u>39,068.86</u>
Total Long Term Liabilities		<u><u>292,972.09</u></u>

TOTAL LIABILITY		<u><u>317,453.89</u></u>
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EQUITY

Retained Earnings

Retained Earnings - Previous Year		522,130.82
Current Earnings		<u>57,197.98</u>
Total Retained Earnings		<u><u>579,328.80</u></u>

TOTAL EQUITY 579,328.80

LIABILITIES AND EQUITY 896,782.69

**Bragg Creek Community Association
Special Events
Year to date as of July 31, 2025**

Special Events YTD	Revenue	Expense	Balance
4931/5937 Farmers Market	14,063.95	412.26	13,651.69
4946/5938 Christmas Market	0.00	0.00	0.00
4920/5940 BCCA Events	0.00	0.00	0.00
4955/5945 Winter in the Woods	0.00	0.00	0.00
4950/5950 Bragg Creek Days	11,403.02	5,556.61	5,846.41
4949/5952 Spirit of Christmas	0.00	0.00	0.00
Total Event Expenses	25,466.97	5,968.87	19,498.10

Bragg Creek Community Association

Financial Statements at June 30, 2025

REVENUE

	Last Year Actuals July 2023 - June 2024	Current Year Budget July 2024 - June 2025	Current YTD Actuals July - June 2025	Percentage Difference Current Year Budget & YTD Actuals	Actuals June 1 - 30, 2025
Donations & Grants					
4010 Donations - Received	11,923.40	0.00	2,970.00	2970%	0.00
4011 Sponsorships	9,175.00	3,100.00	1,500.00	0%	0.00
4013 Donations - Pay Pal	265.50	0.00	474.30	474%	100.02
4015 Donations	6,347.23	5,000.00	2,267.95	45%	0.00
4020 Grants - FCSS	5,104.00	4,500.00	6,121.25	136%	0.00
4022 Grants - EV Chargers	0.00	0.00	18,982.22	18982%	0.00
4025 Grants - Shell Legacy/UK Online	0.00	0.00	485.50	486%	0.00
4030 Grants - Community Initiative	0.00	0.00	0.00	0%	0.00
4032 Grants - Second Harvest Food Support	0.00	0.00	0.00	0%	0.00
4037 Grants - Calgary Foundation	0.00	0.00	0.00	0%	0.00
4038 Grants - Fortis Alberta	0.00	0.00	0.00	0%	0.00
4045 Grants - Alberta Gov - Relaunch	0.00	0.00	0.00	0%	0.00
4047 Grants - Alberta Gov	0.00	0.00	0.00	0%	0.00
4050 Grants - Canada Summer Jobs	20,253.00	21,000.00	13,897.00	66%	0.00
4055 Grants - AHS	1,850.00	0.00	0.00	0%	0.00
4060 Grants - Rockyview Operational	182,000.00	202,000.00	202,000.00	100%	0.00
4061 Grants - Rockyview Capital Grants	-6,116.50	21,052.00	20,050.00	95%	0.00
4067 Grants - CFEP	0.00	0.00	0.00	0%	0.00
4062 Grants - Rockyview Greenhouse	0.00	0.00	0.00	0%	0.00
4068 Government Assis) - CEBA	0.00	0.00	0.00	0%	0.00
Total Donations & Grants	231,821.63	256,652.00	263,748.22	103%	100.02
Rental Revenue					
4110 Auditorium Rental	40,232.00	44,000.00	62,256.35	141%	2,896.00
4119 Lobby Rentals	790.00	0.00	0.00	0%	0.00
4120 Facility Leases	59,400.38	60,000.00	47,787.96	80%	2,152.50
4130 Weddings	8,888.22	15,000.00	0.00	0%	0.00
4140 Events	226.50	0.00	500.00	500%	0.00
4145 Kitchen Rental	35.00	500.00	1,950.00	390%	200.00
4150 Meeting Rooms	5,270.00	2,400.00	10,812.00	451%	160.00
4155 Parking Lot Rental	0.00	0.00	0.00	0%	0.00
4160 Equipment Rentals	1,205.00	1,200.00	855.00	71%	158.00
4169 Ice Rink Revenue	14,291.21	21,000.00	932.50	4%	0.00
4170 Ice Rink Rental Revenue	0.00	400.00	962.50	241%	0.00
Total Rental Revenue	130,338.31	144,500.00	126,066.31	87%	5,568.50
Revenue					
4310 Membership Revenue	3,409.00	3,600.00	2,810.00	78%	165.00
4315 Rink Board Ads	0.00	0.00	11,425.00	11425%	0.00
4320 Commercial Bar	0.00	0.00	1,479.00	1479%	0.00
4325 Concession/Coffee Service	0.00	0.00	82.00	82%	0.00
4335 Bottle Returns	0.00	0.00	0.00	0%	0.00
4345 Charging Station Revenue	20.22	0.00	419.42	419%	0.00
4350 Casino	3,987.90	15,000.00	15,000.00	100%	0.00
4360 Interest Income	6,762.52	6,000.00	5,541.63	92%	380.86
4362 Art Work Commissions	0.00	0.00	0.00	0%	0.00
4365 Misc Revenue	0.00	7,000.00	0.00	0%	0.00
4380 Amortized Contributions	13,068.11	30,000.00	0.00	0%	0.00
4381 Gains (Losses) on Disposal of Asset	0.00	0.00	0.00	0%	0.00
4382 Capital - BCESA	600.00	1,200.00	600.00	50%	0.00
Total Revenue	27,845.75	62,800.00	37,357.05	59%	545.86
Ladies Auxiliary Revenue					
4411 Ladies Auxiliary - Donations	530.10	0.00	0.00	0%	0.00
4412 Ladies Auxiliary - Covid Donations	0.00	0.00	0.00	0%	0.00
4413 Ladies Auxiliary - Memberships	180.00	0.00	0.00	0%	0.00
4415 Ladies Auxiliary - Events	2,946.97	0.00	0.00	0%	0.00
4417 Ladies Auxiliary - Memorial	700.00	0.00	0.00	0%	0.00
Total Ladies Auxiliary Revenue	4,357.07	0.00	0.00	0%	0.00
Canotaph Revenue					
4510 Canotaph - Other	18,000.00	2,500.00	2,500.00	100%	0.00
Total Canotaph Revenue	18,000.00	2,500.00	2,500.00	100%	0.00
Community Service Revenue					
4611 AHS - Wellness Committee - Grants	2,350.00	1,500.00	0.00	0%	0.00
Total Community Service Revenue	2,350.00	1,500.00	0.00	0%	0.00
Programming Revenue					
4810 Camps & PD Days	14,460.00	16,000.00	14,120.00	88%	0.00
4815 Co-Workspace Revenue	25.00	0.00	0.00	0%	0.00
4817 Nature School-Rediscover Play	9,480.00	5,000.00	0.00	0%	0.00
4820 Adult Programming	13,017.65	12,800.00	5,743.00	45%	185.00
4830 Children Programming	0.00	0.00	0.00	0%	0.00
4831 Youth Programming	4,069.00	0.00	0.00	0%	0.00

4835 Trail Maps	0 00	0 00	0 00	0%	0 00
4860 FCSB Rumble & Roar	0 00	0 00	0 00	0%	0 00
4865 Birthday Parties	0 00	0 00	0 00	0%	0 00
4870 Kid's Events - Movies, Halloween	3,929 90	3,000 00	450 00	15%	0 00
Total Programming Revenue	44,981.55	36,800 00	20,313 00	55%	185 00

Event Revenue

4910 Taste of Bragg Creek	0 00	0 00	0 00	0%	0 00
4920 BCCA Events	617 71	0 00	60 00	60%	0 00
4925 Community Garden	0 00	0 00	0 00	0%	0 00
4931 Farmers Market	20,065 00	0 00	9,299 85	9300%	1,920 00
4942 A Skuzzy Beach Party	0 00	0 00	0 00	0%	0 00
4944 Comedy Night in the Creek	0 00	0 00	0 00	0%	0 00
4946 Christmas Market	0 00	0 00	22,009 00	22000%	0 00
4947 Christmas - Kids Store & Concession	2,605 50	0 00	0 00	0%	0 00
4948 Light Up Market	0 00	0 00	0 00	0%	0 00
4949 Spirit of Christmas	24,035 00	0 00	10,000 00	10000%	0 00
4950 Bragg Creek Days	4,422 00	0 00	7,799 06	7799%	0 00
4955 Winter in the Woods	3,630 00	0 00	14,834 51	14635%	0 00
4980 Gains (Losses) on Disposal of Asset	3,830 00	0 00	0 00	0%	0 00
Total Event Revenue	59,205 21	54,000 00	83,802 42	118%	1,920 00

TOTAL REVENUE	518,899 52	558,752 00	513,787 00	92%	8,317 38
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EXPENSE

Expenses

5110 Property & Business Taxes	8,694 60	12,000 00	11,979 45	100%	1,029 57
5320 Commercial Bar Expenses	0 00	0 00	1,361 18	1361%	0 00
5325 Wedding expense	47 30	0 00	0 00	0%	0 00
5326 Linen Supplies	24 50	350 00	821 20	235%	0 00
5345 Charging Station Expenses	1,123 19	0 00	0 00	0%	0 00
5350 Casino	3,987 90	0 00	0 00	0%	0 00
5328 Concession Expenses	0 00	0 00	438 69	439%	0 00
5340 Raffle Expenses	0 00	0 00	0 00	0%	0 00
5330 Pop Machine Expenses	0 00	0 00	62 99	63%	0 00
Total Expenses	13,877 49	12,350 00	14,663 51	119%	1,029 57

Payroll Expenses

5411 Office Wages	123,316 14	150,000 00	142,785 63	95%	5,142 18
5412 Camp Wages	17,554 00	10,000 00	13,137 90	131%	0 00
5415 Building/Maintenance Wages	41,439 58	40,000 00	40,309 78	101%	2,736 60
5417 Rental Wages			16,444 19		16,444 19
5420 EI Expense	4,260 32	3,500 00	4,914 05	140%	322 32
5430 CPP Expense	9,544 31	12,200 00	11,520 71	94%	742 45
5432 Payroll Fees	1,079 66	1,400 00	1,328 76	95%	123 36
5433 10% Wage Subsidy	0 00	0 00	0 00	0%	0 00
5434 CEWS - Wage Subsidy	0 00	0 00	0 00	0%	0 00
5440 WCB Expense	2,837 61	2,000 00	2,427 30	121%	0 00
5464 Casual Labour	2,313 50	3,000 00	300 00	10%	0 00
Total Payroll Expense	202,345 10	222,100 00	233,168 32	105%	15,226 78

Centoph Expenses

5497 Other Centoph Expenses	18,374 64	1,000 00	240 00	24%	0 00
Total Centoph Expenses	18,374 64	1,000 00	240 00	24%	0 00

General & Administrative Expenses

5509 Honorarium	1,000 00	0 00		0%	0 00
5510 Accounting & Legal	9,173 45	9,800 00	5,615 25	57%	0 00
5511 Petty Cash Overage/Shortage	0 00	0 00	40 05	40%	0 00
5512 Advertising & Promotions	3,882 55	2,200 00	2,137 15	97%	775 00
5515 Licenses, Fees & Memberships	2,623 75	2,100 00	1,592 48	76%	21 00
5520 Bad Debts	0 00	0 00	0 00	0%	0 00
5525 Board Meetings/AGM Expenses	668 45	200 00	800 15	400%	0 00
5530 Staff Promo/Meals	422 85	600 00	95 45	16%	0 00
5535 Insurance	7,453 08	9,000 00	9,953 18	111%	854 88
5540 Courier & KM charges	97 28	200 00	47 22	24%	0 00
5542 CERS - Rent Subsidy	0 00	0 00	0 00	0%	0 00
5545 Credit Card Charges	1,589 64	2,000 00	520 74	26%	32 67
5546 Pay Pal Fees	134 41	0 00	0 00	0%	0 00
5547 GST Non-claimable	12,039 72	13,000 00	3,717 57	29%	0 00
5548 Amortization	42,817 41	30,000 00	0 00	0%	0 00
5550 Interest & Bank Charges	391 34	440 00	494 35	112%	47 80
5555 Telephone/Internet	2,945 76	3,600 00	989 92	27%	0 00
5560 Office Supplies	8,214 89	2,000 00	2,258 53	113%	0 00
5565 Office Equipment Lease	0 00	0 00	0 00	0%	0 00
5570 Computers & Software	7,495 30	4,100 00	12,708 85	310%	881 59
5575 Computer Tech Support	695 00	0 00	760 00	760%	0 00
5579 Contract Services	10,610 00	12,000 00	14,770 00	123%	1,080 00
5594 Community Church	200 00	350 00	200 00	57%	0 00

5595 Rental Costs	0 00	0 00	0 00	0%	0 00
5600 Repair & Maintenance	48,610 68	80,000 00	28,052 80	47%	2,524 73
5601 Playground	0 00	0 00	74 72	75%	0 00
5610 Hockey Rink - Supplies/Fundraising	17,972 38	8,000 00	4,248 54	53%	669 02
5619 Janitorial Services	18,278 75	20,000 00	20,668 81	103%	1,678 49
5620 Janitorial Supplies	5,757 89	8,200 00	3,511 23	57%	419 91
5630 Garbage Removal	4,652 59	5,000 00	5,101 62	102%	420 07
5640 Snow Removal	8,826 29	8,500 00	8,164 99	73%	0 00
5650 Lawn & Garden Maintenance	1,080 31	2,000 00	2,680 87	134%	756 00
5660 Fire Suppression System	13,764 48	10,000 00	5,530 00	55%	0 00
5670 Security	1,256 40	1,000 00	871 13	87%	0 00
5671 Ladies Auxiliary - Donations/Gifts	37,307 69	1,500 00	0 00	0%	0 00
5672 Ladies Auxiliary - Covid Relief	0 00	0 00	0 00	0%	0 00
5673 Ladies Auxiliary - Meeting/Supplies	546 77	0 00	0 00	0%	0 00
5674 Ladies Auxiliary - BCCA event	1,480 68	0 00	0 00	0%	0 00
5675 Ladies Auxiliary - Sponsorship	120 00	0 00	0 00	0%	0 00
5676 Ladies Auxiliary - Remembrance Day	284 85	0 00	0 00	0%	0 00
5677 Ladies Auxiliary - Events	93 06	0 00	0 00	0%	0 00
5680 Gas	13,495 50	14,400 00	14,165 41	98%	322 18
5682 Electricity	15,626 91	20,800 00	23,628 78	114%	1,669 40
5684 Water	3,540 35	3,200 00	2,459 95	77%	28 11
5685 RVC - Wastewater	0 00	1,000 00	1,705 97	171%	290 54
5686 Septic Pumpout	0 00	0 00	472 50	473%	0 00
5700 Staff & Volunteer Development	687 95	2,000 00	600 00	30%	0 00
5715 Web Page	0 00	100 00	0 00	0%	0 00
5720 Lease & Printing Costs	2,009 39	1,800 00	2,101 55	117%	70 74
5740 Tools and Supplies	0 00	500 00	0 00	0%	0 00
5745 Equipment Repairs & Rentals	0 00	960 00	0 00	0%	0 00
5750 Kitchen Supplies	0 00	300 00	1,561 83	521%	0 00
5755 Sports Equipment and Supplies	0 00	0 00	0 00	0%	0 00
5761 AHS - Wellness Committee	4,144 14	0 00	278 88	279%	0 00
Total General & Administrative Expenses	311,971 02	258,850 00	180,580 25	70%	12,542 23
Programming Expenses					
5810 Camp Expenses	8,973 00	10,500 00	11,637 49	111%	528 10
5815 Co-Workspace Expenses	0 00	0 00	0 00	0%	0 00
5717 Nature School-Rediscover Play	8,887 83	3,000 00	0 00	0%	0 00
5820 Adult Programming Expenses	3,590 99	3,200 00	148 30	5%	0 00
5830 Children Programming Expenses	70 00	500 00	0 00	0%	0 00
5835 Youth Programming Expenses	64 00	600 00	0 00	0%	0 00
5860 Rumble & Roar Expenses	1,846 08	200 00	199 96	100%	25 35
5870 Kid's Events- Movies, Halloween	3,175 59	3,000 00	390 23	13%	0 00
Total Programming Expenses	26,407 49	21,000 00	12,375 98	59%	553 45
Event Expenses					
5922 Comedy Night in the Creek	0 00	0 00	0 00	0%	0 00
5928 Food Rescue - Covid 19	0 00	0 00	0 00	0%	0 00
5933 Community Garden	0 00	0 00	0 00	0%	0 00
5931 Gord Bamford 2022	0 00	0 00	0 00	0%	0 00
5937 Farmers Market	260 25	0 00	210 48	210%	39 48
5938 Christmas Market	0 00	0 00	0 00	0%	0 00
5940 BCCA Events	160 03	0 00	228 01	228%	0 00
5941 A Skuzzy Beach Party	0 00	0 00	0 00	0%	0 00
5945 Winter in the Woods	0 00	0 00	10,003 94	10004%	0 00
5950 Bragg Creek Days	8,542 87	0 00	7,199 87	7200%	1,221 05
5951 Kids Only Christmas Store Expense	1,085 41	0 00	0 00	0%	0 00
5952 Spirit of Christmas Expense	6,569 04	22,400 00	11,898 92	53%	0 00
Total Event Expenses	16,597 40	22,400 00	29,541 22	132%	1,260 53
TOTAL EXPENSE	589,573 14	537,700 00	470,569 28	88%	30,612 54
NET INCOME	-70,673 62	21,052 00	43,217 72	205%	22,295 18

Bragg Creek Community Association
Balance Sheet
June 30, 2025

ASSET

Current Assets

ATB Chequing	35,651.98	
ATB - T-Bill Savings	207,050.31	
ATB Chequing - Casino	28,661.76	
Petty Cash	250.00	
Float	500.00	
ATB Mastercard - Cash HOLD	5,511.98	
AHS - Wellness Committee	933.35	
Total Cash	<u>278,559.38</u>	
Grants Receivable	16,982.00	
Total Receivable	<u>16,982.00</u>	
Prepaid Expenses - other	5,976.68	
Total Current Assets	<u>301,518.06</u>	

Capital Assets

Land & Improvements	217,472.29	
Acc Amortization Land & Improvement	<u>-156,987.64</u>	
NBV - Land & Improvements	60,484.65	
Civil Engineering Site Services	32,300.00	
Buildings & Improvements	2,186,409.59	
Acc Amortization Buildings & Improv	<u>-2,013,771.12</u>	
NBV - Buildings & Improvements	172,638.47	
Ice Rink & Skate Shack	214,988.64	
Acc Amortization Ice Rink & Skate S	<u>-168,437.57</u>	
NBV - Ice Rink & Skate Shack	46,551.07	
Playground Equipment	169,194.21	
Acc Amortization Playground Equipme	<u>-119,226.22</u>	
NBV - Playground Equipment	49,967.99	
Furniture & Fixtures	361,047.00	
Acc Amortization Furniture & Fixtur	<u>-346,610.95</u>	
NBV - Furniture & Fixtures	14,436.05	
Artwork	2,000.00	
Fence YE	4,925.50	
Acc Amortization - Fence	<u>-246.28</u>	
NBV - Fence	6,679.22	

Equipment	44,062.54	
Acc Amortization Equipment	<u>-39,043.97</u>	
NVB - Equipment		5,018.57
Computer Equipment	19,141.86	
Acc Amortization - Computer	<u>-14,257.08</u>	
NBV - Computer		4,884.78
EV Chargers	<u>36,828.00</u>	
NBV - EV Chargers		<u>36,828.00</u>
Total Capital Assets		<u><u>429,788.80</u></u>
TOTAL ASSET		<u><u>731,306.86</u></u>

LIABILITY

Current Liabilities

Accounts Payable		6,077.81
ATB Financial Mastercard		
Refundable Deposits		992.00
Deferred Cash Contribution - Grants		22,666.68
GST Paid on Purchases	-3,485.79	
GST Rebate Filed		
GST Owing (Refund)		<u>-3,485.79</u>
Total Current Liabilities		<u><u>26,250.70</u></u>

Deferred Revenue

Deferred Revenue Weddings		3,445.00
Deferred Revenue Bragg Creek Days		65.00
Deferred Revenue Camp		20,125.00
Deferred Revenue Market		12,850.00
Deferred Revenue		3,581.67
Deferred Contributions		95,368.42
Deferred Contr - Hot Water Tanks		-424.69
Deferred Contri - EV Charg Stations		-3,018.00
Deferred Contribution - Casino		<u>54,068.86</u>
Total Long Term Liabilities		<u><u>186,061.26</u></u>

TOTAL LIABILITY		<u><u>212,311.96</u></u>
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EQUITY

Retained Earnings

Retained Earnings - Previous Year		475,777.18
Current Earnings		<u>43,217.72</u>
Total Retained Earnings		<u><u>518,994.90</u></u>

TOTAL EQUITY 518,994.90

LIABILITIES AND EQUITY 731,306.86

**Bragg Creek Community Association
Special Events
Year to date as of June 30, 2025**

Special Events YTD	Revenue	Expense	Balance
4931/5937 Farmers Market	9,229.85	210.48	9,019.37
4946/5938 Christmas Market	22,009.00	0.00	22,009.00
4920/5940 BCCA Events	60.00	228.01	-168.01
4955/5945 Winter in the Woods	14,634.51	10,003.94	4,630.57
4950/5950 Bragg Creek Days	7,799.06	7,199.87	599.19
4949/5952 Spirit of Christmas	10,000.00	11,898.92	-1,898.92
Total Event Expenses	63,732.42	29,541.22	34,191.20

Committee Purpose:

Develop and implement a volunteer plan, including processes and tools, that combines the talents of the BCCA staff to further the mission and objectives of the Community Centre.

UPDATE ON Current activities:

VMC membership growth – Working on recruitment (eg, SignUp email to canvas interested volunteers).

JUNE UPDATE: Have not done the SignUp email yet. Will now wait until after B C Days.

DUE to do in August/September (Ramonde) Is anyone on the board interested in joining?

Farmers Market Guest Host Program – We had 5 groups booked. **BOOKED:** Good uptake this year:

1. June 22 – The Little Schoolhouse
2. July 27 – Historical Society
3. Aug 17 – B C Performing Arts
4. Aug 24 – B C Bears
5. Sept 14 – Banded Peak School

Volunteer Survey – Developing a specific survey for Post-Events. Target completion for use after Bragg Creek Days. **Still working on this. Still Outstanding.**

Other updates of interest:

Youth volunteer approached the office to help with Farmers Market (Brooke). She is going to take 3 Sunday's. Also, I have enlisted her to take photos during Bragg Creek Days and potentially help with setup/takedown. **Turns out Brooke was able to help with B C Days take down and a few pictures of parade. ALSO good news, Owen Kary (new family volunteering) also took great photos. We had a few other youths show up at Bragg Creek Days to help with garbage and other janitorial cleanup.**

The Centre (and B C Days) desperately needs new picnic tables. I discussed with Tim Bester and Vicki. He has offered to make us a table from lumber he has at home (I insist we would reimburse him for estimated value). Initial thoughts are to use SignUp to ask for 4(?) more people to do the same as Tim – before Bragg Creek Days if at all possible. Vicki is going to check on budget and pursue.

August update: Tim nailed it! He made them all!

BRAGG CREEK DAYS VOLUNTEER REPORT: SUMMARY:

- **Ripresa provided the free volunteer draw box items – 1 for adults (2 x \$100 Ripresa Gift cards) and 1 for youth (2 x Restart Ranch hoodies/hat)**
- **We were enthusiastic with the volunteers that came out and credit much to Jennifer's posts on social media. (maybe others in the background were reaching out to friends?)**
- **We filled 57 of 78 shifts = 73% filled.**
 - **Shortfalls – operations/cleaning, entrance table, traffic control, security, and family games. Rest was pretty much covered by onsite volunteers taking extra shifts and covering extra jobs.**

NOTE: Next year the plan is to add the parade volunteers into our SignUp and handle everything in one place (I will work with Imke on this).

UPCOMING: Year End Reporting (June 30) Provided in separate document.

Spirit of Christmas Event Lead Recruitment:

04-Aug-25

Budget	2025 Actuals	2024 Actuals	2025 Budget to Actual Variance
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SPONSORSHIPS

Chamber of Commerce	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ -
Cowboy Trail Brewery	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ -
ATB - Kids Zone Sponsor	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
Nutters Cochrane	\$ 1,000.00	\$ 1,000.00		\$ -
Ripresa	\$ 200.00	\$ 200.00		\$ -
Restart Ranch B&B	\$ 300.00	\$ 300.00		\$ -
Maverick Law	\$ 250.00	\$ 250.00		\$ -
The Little Schoolhouse				\$ -
TOTAL SPONSORSHIPS	\$ 7,750.00	\$ 7,750.00	\$ 5,500.00	\$ -

Budget	2025 Actuals	2024 Actuals	Variance
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REVENUE:

Vendor Tables	\$ 1,400.00	\$ 1,785.00	\$ 1,400.00	\$ 385.00
50/50	\$ 500.00	\$ 640.00	\$ 417.00	\$ 140.00
Beer Garden Sales	\$ 4,000.00	\$ 6,633.00	\$ 3,278.00	\$ 2,633.00
Donations to BCCA	\$ 100.00			-\$ 100.00
TOTAL REVENUE	\$ 6,000.00	\$ 9,058.00	\$ 5,095.00	\$ 3,058.00

* \$7 per drink ticket = 947 tickets

TOTAL SPONSORSHIP & REVENUE: \$ 13,750.00 \$ 16,808.00 \$ 10,595.00 \$ 3,058.00

Budget	2025 Actuals	2024 Actuals	Variance
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EXPENSES:

Parade:	\$ 1,543.75	\$ 1,494.35	\$ 1,600.40	-\$ 49.40
Parade - Marching Band		\$ 500.00	\$ -	
Parade - Highway Mgmt		\$ 903.00	\$ 1,479.12	
Parade & Pie Eating - Prize Ribbons		\$ 91.35	\$ 121.28	
Beer Gardens - All Sundries Covered	\$ 120.00	\$ -	\$ 120.00	-\$ 120.00
Beer Gardens - Cost of Liquor	\$ 1,800.00	\$ 3,462.56	\$ 1,769.77	\$ 1,662.56
Beer Garden TENT (rental)	\$ 1,470.00	\$ 1,470.00		\$ -
Ice Bags to make our own for event	\$ 52.50	\$ -	\$ 52.50	-\$ 52.50
Social Media Coverage	\$ -	\$ -	\$ -	\$ -
Music - Live Stage Events	\$ -	\$ 21.00	\$ -	\$ 21.00
Event Parking	\$ -	\$ -	\$ -	\$ -
10' x 10' Tents (2) Kidzone and Guest Tent		\$ 415.78		\$ 415.78
All Licencing - to be broken out postevent	\$ 50.00	\$ -	\$ 50.00	-\$ 50.00
50/50 Tickets	\$ -	\$ -	\$ -	\$ -
Drink Tickets	\$ 50.00	\$ -	\$ -	-\$ 50.00
Monaris wireless rental - 1 week	\$ 30.00			-\$ 30.00
Food - Volunteer Water & Snacks	\$ 200.00	\$ 78.80	\$ 18.99	-\$ 121.20
Food - Musicians food in "Green Room"	\$ -	\$ -	\$ -	\$ -
Pony / Horse Rides - Trading Post	\$ -	\$ -	\$ -	\$ -
NEW Water Station	\$ -	\$ -	\$ -	\$ -
Cups for Water Station	\$ 40.00	\$ -	\$ 18.99	-\$ 40.00
Pie Eating Contest "Pies"	\$ -	\$ -	\$ -	\$ -
Pie Eating Prizes	\$ -	\$ -	\$ -	\$ -
Pie Eating tablecloths		\$ 12.56		\$ 12.56
Family Activity - Bear Spray Practice & Demo	\$ 500.00	\$ 73.50	\$ 380.99	-\$ 426.50
Kids Activities - new toys/games/	\$ 500.00	\$ 236.19	\$ 380.99	-\$ 263.81
Kids Activity - Face Painting	\$ 750.00	\$ 1,134.00	\$ 360.00	\$ 384.00
Volunteer Thank You Gifts	\$ -	\$ -	\$ -	\$ -
Volunteer Lanyards - replenish stock	\$ 150.00	\$ 71.00		-\$ 79.00
Volunteer Free Draw Box	\$ -	\$ -	\$ -	\$ -
High Country News Ad's	\$ 300.00	\$ 296.20		-\$ 3.80
Porta Potties (1 set of 2 - near beer garden) & wash station	\$ 730.00	\$ 472.50	\$ 725.55	-\$ 257.50
TOTAL EXPENSES	\$ 8,286.25	\$ 9,238.44	\$ 5,478.18	\$ 952.19

- * ATS Traffic
- * does not include pie eating ribbons - Dave did not claim
- * supplies - Bragg Creek Distillery & Cowboy Trail Brewery & Ripresa
- * sponsorship dollars obtained - no one sponsor to be named
- * had enough from last year
- * sponsored by Jen Jurkowski
- * sponsored by Dick (Gateway) - \$21 for 3 x breakfasts for Stampede crew
- * sponsored by Dick (Gateway)
- * Canada Day Sale! Bought 2
- * AGLC
- * Bragg Creek Foods contributing \$100 GC
- * Pizza compliments of Rockies Tavern
- * sponsored by Trading Post
- * sponsored by Bragg Creek Foods - 4 jugs
- * used existing stock
- * sponsored by Mabel & Marie's
- * sponsored by Sandstone Pharmacy
- * rented 4 x stancions @ \$70 plus gst
- * Supplies - bubble mix, fishing rods, play pools
- * ATB Kidzone? Likely Chamber due to amount.
- * not buying anything new - used vests and anything else we have
- * sponsored by Ripresa (\$200) & Restart B&B (\$200)
- * 1 - poster ad July 1, 1 - thank you add Aug 1

NET PROFIT	\$	5,463.75	\$	7,569.56	\$	5,116.82	\$	2,105.81
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July 1, 2024 to June 30, 2025 – VOLUNTEERISM REPORTING FROM SIGNUP

**GRAND TOTALS –
YEAR COMPARISON**

	2019	2022	2023	2024	2025	Grand Total
2019 - 1 event, 31 volunteers	195.5					
2022 - 3 events, 79 volunteers		356.5				
2023 - 5 events, 80 volunteers			331.25			
2024 - 5 events, 85 volunteers				576.25		
2025 - 6 events, 109 volunteers					566.5	
						<u>2026.0</u>

* 69.5 hours contributed by 25 Youths - roughly 12% of 2025 total hrs

2025 EVENT SIGNUP PERCENTAGES

Open & Close the Rink - '24/'25	100% - Bob Jackson
Winter in the Woods 2025	88%
Bragg Creek Days 2024	49%
Farmers Market - 2024	53%
Farmers Market - 2025 (to Aug 10)	65%
Spirit of Christmas 2024	82%
Bragg Creek Days 2025	73%

*B C Days 2025 not included in this reporting period (year end is June 30th)

July 1, 2024 to June 30, 2025 – YOUTH VOLUNTEERISM DETAIL

YOUTH SHIFTS	JOBS SIGNED UP FOR	SHIFTS	HOURS
2024 Bragg Creek Days	Operations/Cleaning	1	2.75
2024 Bragg Creek Days	Pie Eating Assistant	1	3
2024 Bragg Creek Days	Family Games	1	2
Spirit of Christmas 2024	Shopper Elf	1	3
Spirit of Christmas 2024	Shopper Elf	1	3
Spirit of Christmas 2024	Shopper Elf	2	6.25
Spirit of Christmas 2024	Shopper Elf	1	3
Spirit of Christmas 2024	Wrapper Elf	1	3
Spirit of Christmas 2024	Shopper Elf	1	3
Spirit of Christmas 2024	Shopper Elf	1	3.25
Spirit of Christmas 2024	Market Greeter	1	3
Spirit of Christmas 2024	Shopper Elf	1	3.25
Spirit of Christmas 2024	Wagon Helper	3	6
Spirit of Christmas 2024	Wagon Helper	1	2
Spirit of Christmas 2024	Wrapper Elf	1	3.25
Spirit of Christmas 2024	Shopper Elf	1	3.25
Spirit of Christmas 2024	Shopper Elf	1	3
Winter in the Woods 2025	Kids Game Zone	1	2
Winter in the Woods 2025	Kids Game Zone	1	2
Winter in the Woods 2025	Bannok&Tea	1	1.5
Winter in the Woods 2025	Event Setup	1	2
Winter in the Woods 2025	Kids Game Zone	1	1.5
Winter in the Woods 2025	Kids Game Zone	1	1.5
Winter in the Woods 2025	Security - Entrance	1	1.5
Winter in the Woods 2025	Entrance Table	1	1.5
TOTALS:		28	69.5



Event Debrief

BRAGG CREEK DAYS

Goal: Community Event (Bragg Creek and Redwood Meadows) and hopeful BCCA fundraising.

Time: July 19, 2025 – 7:30am to 5:00pm AND Sunday Also: 11am-5pm provided 1 extra hour.
Patrons left without issue, helped by rain starting up at 5:00pm.

Sunday: Golf Tournament – great attendance and funds raised, Painted Moose (Art Show & Sale), Ripresa (Wine Tasting)

Committee: All Staff, Ramonde, Kaitlin, Shaye, Harmony, Dave, Jason, Brett, George, Rob, Jennifer, Tim

Permitting: Again, we were delayed in submitting our permit requests. We have been advised of new requirements for maps that will need to be provided next year without excuse.

Weather: Forecasted rainy day did not materialize until 5pm.

Attendance: Hot new record of 3,803 visitors (2,836 in 2024)

Budget: Tremendous success on all fronts, even with the forecasted rainy day.

Safety and Compliance: Use of new walkie talkies went smoothly. No issues experienced. Increased capacity in beer gardens could use a rethink of security needs.

Marketing: Area for development – suggest a Promotion Lead role is flushed out and filled.

Day of social coverage – live posts.

More signage on the grounds for activities available (eg, scavenger hunt, bear spray, etc).

More signage in town – we have banners? (not used or get new ones).

Other:

Centralized Registration Hub for all public facing signups.

Wrap up and Thank Yous – flush out a detailed plan for all medias and prep ahead of event.
Include feedback forms/survey.



Bragg Creek Centre

Event Debrief

Event Components	Details	Other Notes
Set up and Take down	<p>Friday Setup: Event tent rental, Corral (90%), Porta-potties arrived late but made it, volunteer room setup, welcome tent staged in volunteer room, all tables put out inside the tent for safekeeping overnight, chairs on dollies (need 6) staged in lobby for quick access Sat.</p> <p>Saturday morning: Stage arrives 7am, Market – 8am-10am Kids Zone and activities – 8am-10am Vendors can use parking at back but need to be aware they will not have access to their vehicles throughout the day.</p>	<p>Good volunteer turnout for set up both days and take down too.</p> <p>Vicki's setup list (includes staging) super helpful. Need to continue use of this process and keep it up to date.</p> <p>Event tent was a huge benefit for security, setup and takedown.</p> <p>Limit Take Down to necessary items only and book work on a later day.</p>
Pancake Breakfast	<p>7:30am— Redwood Fire Dept. Set up at mall parking lot this year.</p>	<p>Much easier logistics for all parties. George noted reduced attendance than last year but did not attribute it to their new location (maybe rainy forecast)</p>
Parade	<p>Longest parade ever! ATS was excellent.</p>	<p>Will need less barriers and volunteers next year due to ATS service level. Need to budget for some flagger training, est \$500.00 Spend some time getting the outgoing email for parade@working for Dave.</p>
KIDS ZONE Family/Kids Entertainment	<p>Yard Games – used signs this year to draw attention to the activity.</p> <p>Scavenger hunt – got families to roam around and find the rink games.</p> <p>Face Painting –3 face painters made huge difference to keep up to the crowd</p>	<p>Excellent supervision/leadership visible during entire event! Managed to get a few volunteers also. The kidzone team were happy with all the participation and smiles.</p>

	<p>Games in arena – Jackson's hosted for us.</p> <p>Pony Rides (Trading Post – 2-4pm)</p>	<p>Consider that ATB may not be enough for exclusive sponsor.</p> <p>Better grounds signage could have helped let people know about the rink area games.</p> <p>IDEA to engage young teens – use of the rink area or other for signups sports such as street hockey or beach volleyball, etc. Maybe a separate sponsor for this.</p>
<p>Other Games / Entertainment</p>	<p>Pie eating contest @ 1pm. Facebook challenge hyped up this event!</p> <p>Bragg Creek Wild – arranged for bear spray practice station (bear on track)</p> <p>50/50 raffle</p> <p>Other ideas: Custom cocktail competition to choose official B C Days signature cocktail for 2026.</p> <p>Horseshoes, ladder golf, corn hole or washer toss.</p> <p>VIP tent with lounge chairs.</p>	<p>Challenge involving community leaders – consider alternative that could include all to max participation.</p> <p>Ramonde did not know to set up pie eating contest signups and other needs.</p> <p>Bear spray left early – not seen well enough by patrons. Need more grounds signage.</p> <p>Feedback to expand 50/50 to online version with draw later or further date.</p> <p>Live social media posts during the event.</p>
<p>Live Stage 11am-5pm</p>	<p>Stampede Stage – awesome again!</p> <p>Rob (Turkey & Pistols) did a fantastic job of the lineup for us.</p>	<p>If we want Sunday next year we should ask NOW! May cost us accommodation for crew.</p>
<p>Beer Gardens 11am-5pm</p>	<p>BC Distillers & Ripresa \$7 / drink ticket Last ticket sales at 4pm, last drink served at 4pm</p> <p>Some confusion about bringing in other drinks and food. We added a pop option for \$5 about ½ way through.</p>	<p>Super sales! Larger size with even more seating.</p> <p>POS machines did not work anywhere except inside!! NEED BETTER SALES SYSTEM – to have retail items so we can sell 50/50 at same time</p>



Bragg Creek Centre

Event Debrief

		as drink tickets without separate process and counting.
Outdoor Market	11am - 5pm	All the vendors did well. Nice open set up.
Food Provisions related to Beer Gardens 11am - 5pm	Handle Bar – Moritz – IDA May	Two or three vendors fit well with larger corral.
BCCA Tent – WELCOME TENT (includes First Aid)		Only used 1 jug of water – odd but it was not as hot as last year where we used 4.
First Aid / Safety	AED & First Aid Kits First Aiders on the committee: <ul style="list-style-type: none"> • Tim • Guy • Ramonde • Brett • All Staff (not Vicki) • Shaye • Fire dept while onsite 	Walkie Talkies – new radios purchased! Had 1 volunteer for site First Aid (covered ½ the day)
Onsite Addons	Porta Potties – 2 plus wash station. ATM – Calvin – inside by the bear.	ATM was needed due to the delay in POS machine operation.
Traffic / Parking Management	ATS was amazing!!! Almost did not get the barriers from RVC – need to ask for them earlier.	Hire ATS again 2026! Consider keeping them onsite to help handle the crowd just after parade. Having a Parking Lead (Jos) was prudent as there was someone aware and monitoring the whole time.
Volunteers	Better volunteer turnout this year 😊	57 out of 78 shifts = 73% Shortfall areas: janitorial (but did we need them?), entrance table, traffic

	Like small teams focused on specific activities, add in volunteer shifts as the small teams decide.	control, security, family games.
Other Thoughts and Ideas:	Less time for take down and add in a thank you celebration over at the Powderhorn for the staff and core volunteers.	