

**Briarwood Community Association  
Board of Directors Meeting  
Monday March 14 – 8:15 PM  
Briarwood Community Centre**

Present: Eldon Ortman, Nora Ortman, Lou Anne Turcotte, Bruce Richet, Wally Leis, Elaine Reinhart, Prem Sharm, Amy Sturgeon, Shirley Zhou, Mark Planchot

Regrets: Li Zhang

1. **8:17** call to order
2. Approval of agenda – motion by Bruce, seconded by Prem
3. Approval of February 2016 minutes moved by Wally, seconded by Amy
4. Business arising from February 2016 minutes:
  - Confirmed that snowblower purchase is covered by Rink Operating Grant
5. Correspondence:
  - Nothing significant. Eldon will follow Mark's suggestion and add an auto-reply to direct people who email to BCA website.
  - Amy will monitor BCA general email account while Eldon/Nora away.
6. Community Consultant Report (Mark)
  - a. Submitted report – advised that due date for Rink Operating Grant was supposed to be May 15 rather than March 15. However, deadline for outdoor ponds is April 30 (same as 2015).
  - b. New on-line map for reporting traffic issues. Bruce asked if on line traffic report replaces pothole reporting, Mark said it does not.
  - c. New Citizen Advisory Panel being launched in later March. Mark clarified that the panel is new rather than a panel for new citizens.
  - d. Mark was informed that we have requested a replacement piece for playground equipment. Bruce will provide pictures and previous contact name.
7. Directors Reports
  - a. Eldon

**What did you do in the past month?**

- Organized Board appreciation dinner and attended

- Created draft powerpoint presentation for AGM
- Confirmed Kevin Ariss (COS) and Saskatoon Disc Sports Assoc. for disc golf presentation at AGM
- Drafted notice of AGM to distribute to membership
- Purchased snow blower for outdoor rink
- Renewed agreement with BlackSun for 1 year (web hosting and registration of domain name)

### **What will you do in the upcoming month?**

- Sign letter of renewal for Memorandum of Understanding between COS and BCA for use of Community Center
- Final Planning for 2016 AGM in April

### **Motions required for meeting:**

- Approval for purchase of snowblower \$659.97 (formalize approvals received via email)
  - Move by Bruce, second by Shirley
- Approval of payment to BlackSun \$236.20
  - Move by Lou Anne, second Amy
- Approval of Volunteer Dinner expense \$432.96
  - Move by Wally, second by Prem

b. Bruce

### **What did you do in the past months? :**

- Contact with the City regarding:
  - 35 Brookmore View – House Completion – After speaking with Building Inspection branch they have made contact with the developer and have been assured that completion will happen “Spring 2016”! Follow-up will take place within 3 months. Building permit was taken initially in 2012! Of note, the Building Bylaw is up for review and enforcement around this kind of issue will be a focus.
  - Moving of “shade trees” to spray park area. Changing messages coming from COS as initial boulevard trees from Montgomery Place now not available. Other trees may become available for transplant and BCA will need to “stand by for news”!! Decision date on available trees???
- Posted signage for Spring Soccer and changed for Spring Message
- **What will you do in the upcoming months? :**
- Change signage as required
- Participate in the COS activity around the BCA Park Shade Trees process for spring 2016.

- Follow-up with COS on work plan for 2016 concerning BCA! Several items like lake pathway paving completion, lake algae treatment routine, other asset preservation strategies, etc.

### **Recommendations and rationale why (including financial implications)?**

We have a motion on the books around funding for mature tree transplant (original plan now??) and will have to wait until COS determines alternate availability. We might need to investigate some interim solution if the COS does not come through, since we have opted out of the expensive “Shade Structure”! Any option would of course need the approval of the COS before implementation!!

#### c. Lou Anne

- Advised that there was 1 rental in month, nothing else to report

#### d. Elaine

- Indoor soccer concludes this week
- Carrie – 13 teams U6 to U10
- Kinder soccer – currently about 4 teams
- Need to purchase soccer balls and team shirts for Kinder (approx. 40 basis current registrants). Motion to purchase balls and tee-shirts for about \$20 per registrant. Second by Shirley.
- Waiting for reply from BMO regarding sponsorship – would need to purchase shirts which would be paid by BMO.
- Will only require field for Wednesday so we can release Tuesday nights
- Nora will add late fee for mini soccer

#### e. Nora

- Distributed financial report as of March 14 to show soccer revenue
- Received financial statements from accountants. Will distribute to BCA board.

#### f. Amy

- Nothing to report

#### g. Prem

- Instructor payments have been prepared
- Prem needs some final reports from instructors

#### h. Wally

- Asked if BCA would be allowed to replace basketball hoop netting with chain netting. Mark will follow up as approval needed from COS and if they would replace.

- i. Shirley
    - Nothing to report
  - j. Li
    - Regret, nothing to report
8. Old Business
- a. MOA with COS re: Community Centre
    - Waiting for updated draft from Solicitors office. Once received he will forward for second review
  - b. Shade for spray pad, playground
    - Mark – Urban Forestry (Terry Smith) – Montgomery trees not available
    - COS will continue to monitor for other tree availability
    - Planting technician will come out to assess site
    - We may have to look at other options if no mature trees available. Consider mounting brackets for umbrellas or holes drilled in picnic tables. Mark will follow up. Nora also suggested purchasing trees from private business if COS would allow planting
  - c. AGM Planning
    - Finalize Budget
      - Bruce will provide some feedback this week
    - Presentation
      - Eldon will add more content on possible initiatives as per BCA strategic planning session last year
      - Intent is to use the last part of presentation to encourage more involvement from members either on a the board or as volunteers
      - BCA board can provide Eldon with other suggested changes in the next few weeks. Will finalize the presentation first week of April
    - Finalize notice
      - Because of the high cost of printing and direct mail, will rely on signage and direct emails to members to advertise AGM
      - Eldon will print some hard copies to be placed in Briarwood Community Centre before provincial election (April 4) as there will be a lot of traffic in centre that day
      - Can also place copies at Lakewood Civic Centre, Independent Grocers, etc.
    - Signage
      - Bruce will update BCA permanent signs and arrange for temporary signs (either Pennco or Saskatoon Sign)
    - Refreshments/snacks
      - Amy will look after. Nora will provide details of what was purchased last year.
    - Board positions open for nomination
      - President becoming vacant, no nominees
      - Vice President – vacant, no nominees

- Past President – Eldon will stand for nomination
- Secretary – vacant, no nominees
- Parks Coordinator - vacant, no nominees
- Social Coordinator – Shirley will stand for nomination
- Rink Coordinator – vacant, no nominees (Eldon will discuss with Kirby)
- Rec Centre Coordinator – Lou Anne will stand for nomination
- Communications Coordinator – will be vacant, no nominees (Li confirmed she will not be standing for nomination)
- Team Sports Coordinator – vacant, no nominees
- Indoor Sports Coordinator – No nominees at present (Prem??)
- Members at large
  - a. **Correction:** Wally was re-elected last year, one year remaining
  - b. Elaine’s term is ending, is not planning to stand for nomination
  - c. No other nominees at present, would like to add at least 3
- Discussion regarding promotion of BCA
  - Redesign website
  - Group picture of board on website
  - Tee shirts for BBQ volunteers
  - Solicit home based businesses for sponsorship of events
  - Partner with new businesses ie: Brown Social House
  - BCA sponsored Disc Golf Course tournament

9. New Business

- a. Spring indoor programming – Centre availability?? (Election, AGM)
  - 3 instructors asked about running spring programs
  - Lou Anne will coordinate rentals
- b. Eldon & Nora away March 18 to April 3

10. Next Meeting – **AGM Wednesday April 13 7:00 PM**

11. Motion to adjourn at **9:45 PM**. Motion by Nora, second by Prem.