

**Briarwood Community Association
Annual General Meeting
Wednesday, April 9, 2014; 7:00 p.m.
Briarwood Community Centre**

Present: Eldon Ortman, Nora Ortman, Bruce Richet, Valerie MacDonald, Prem Sharma, Chuck Miles, Bev Pongracz, Lou Anne Turcotte, Elaine Reinhart

Community Consultant: Art Lord

Regrets: Wally Leis, Sima Arnold, Cory Henderson, Amy Sturgeon, Yan Wu, Annie Meng

Guests: Councillor Eric Olauson, Jeff Jorgensen, James Lozinsky, Yang Chen, Shirley Zhou, Jeff Taylor, Don Horosko

Welcome and Call to Order of the 2014 BCA Annual General Meeting – 7:05 p.m.

1. Welcome and Call to Order of the 2014 BCA Annual General Meeting – 7:05 p.m.
2. Approval of Agenda
Motion to approve the agenda as presented - Bruce; second – Chuck; carried
3. Adoption of 2013 AGM Minutes
Motion to adopt 2013 AGM minutes – Lou Anne; second – Chuck; carried
4. Business Arising from the 2013 AGM Minutes
No business
5. Address by Councillor Eric Olauson and Jeff Jorgenson, City of Saskatoon
\$50 million to be spent on basic infrastructure (roads, sidewalks)
City is growing (253,000) – looking to the future if the city continues to grow
Treatment is scheduled for the Briarwood Pond in May – hopefully will be the last treatment;
damage that was done last fall will be repaired
When Briarwood was built, the “standard of the day” was ‘no sidewalks’ – thus the reason the sidewalk ends on 8th Street at Boychuk. Possible plan to continue to twin 8th Street East past Boychuk and at that time would install the sidewalk then.
6. 2013/2014 Review Report from Art Lord, City of Saskatoon Community Consultant
 - reported that the BCA is eligible for approximately \$4300 in grants to help with various functions of the BCA such as the rink., indoor programming, newsletters, parks, etc.
 - Volunteer appreciation event hosted by the City of Saskatoon – being held at the Broadway Theatre
 - Indoor coordinator workshop
 - Congratulated the board on another successful year – continuation of growth. Thanked Eldon Ortman for stepping in as acting president when Chad Schatz moved away from Saskatoon.
 - Successful Fall BBQ – great day; other smaller events held as well to get families in the community together

- Signage initiative taken on by Bruce Richet – we are now updated at the four entrances to Briarwood of BCA events.
- Rental of the Community Centre for 9 months of the year. We are fortunate to be one of the only CA to have a centre like this.
- Indoor programming has remained small but still successful
- Feedback from the community to the City has shown our interest in our neighbourhood especially with respect to the SaskTel tower.

7. 2013-2014 Reports from Board of Directors

- a. President – vacant
- b. Past-president – Chad Schatz - none
- c. Vice-president – Eldon Ortman

It is hard to believe that it has already been a year since Nora and I attended the Briarwood Community Association 2013 AGM. New to Saskatoon and Briarwood in the fall of 2012, we wanted to find out what is happening in the community and with the BCA. Little did we know that we would leave the meeting with Nora elected as Treasurer and myself as Vice-President. I expected at that time to have a full year under the guidance of President Chad Schatz however a new position at work required Chad to relocate to Regina which they did last summer. It has definitely been an interesting experience with lots of accomplishments that I have highlighted below:

Chad requested a community meeting with City of Saskatoon and SaskTel to discuss the cell phone tower that appeared with no prior notice last June. Councillor Olauson arranged the meeting which was held before a large crowd. The overall message was quite strong that both the appearance and location of the tower was unacceptable however both the City and SaskTel indicated that City policy was followed and the tower would not be removed.

BCA Vision and Mission Statement was finalized at the June 2013 BCA meeting. Thanks to Chad for his leadership on this issue.

I attended and assisted with the September BBQ as well as the September, January and February registration nights.

Following a request from two community members at the November meeting and with assistance from the BCA Civics Coordinator I drafted a letter to Councillor Olauson requesting that the City provide verification that the cell phone tower height was less than 15 metres, above which would have required SaskTel to hold community consultation prior to erecting the tower. The letter was delivered to Councillor Olauson in early January and a response letter was received in early March indicating again that the tower was in compliance with City policy and SaskTel will not consider removing or relocating. Both the BCA letter and response from the City were posted to the BCA website in March.

Drafted various articles and notices for the December and February newsletters and assisted with the logistics of newsletter printing and delivery to Canada Post.

I would be pleased to accept the position of President if that is the desire of the Board and members present at the AGM. If elected to President there are a number of initiatives I would like to continue to pursue:

Implement on-line payment system either in conjunction with the existing on-line registration system. Although the cost is not insignificant we feel this would make registration much more efficient for both members and the BCA coordinators.

“Refresh” of BCA website.

Will attend the City Volunteer Appreciation Event on April 24 on behalf of BCA.

Attempt to recruit for any vacant positions arising from AGM. I believe this is the greatest risk to the long-term viability of the BCA since activities such as outdoor sports are so critical to the BCA finances and these cannot be delivered without sufficient volunteer support. We also need a succession plan in place for our outdoor rink coordinator who has been in that position for over ten years and has indicated that the winter of 2014-15 will be his last.

Continued to explore opportunities to coordinate with other community associations.

I would like to congratulate the BCA Board and volunteers on another successful year. I especially appreciate the support the Board has given me, especially since Chad’s departure. Fortunately Chad handed over a strong organization that we can continue to build on.

- d. Treasurer – Nora Ortman
 - To be presented later in meeting

- e. Secretary – Valerie MacDonald
 - Distributed monthly agendas and minutes
 - Answered emails sent to BCA email address
 - Co-coordinator of Fall BBQ
 - Helped with Family Christmas Party

- f. Indoor Program Coordinator – Sima Arnold
 - No report

- g. Team Sports Coordinator – vacant

- h. Social Coordinator – Bev Pongracz
 - Completed grant follow up form for Sask Lotteries
 - Planned Fall BBQ – very successful overall
 - Christmas party with the Wacky Wizard and cookie decorating
 - Planning activities for the 2014-15 year

- i. Communications Coordinator – Li Zhang
 - Produced newsletters
 - Updated website contents

- j. Civics Coordinator – Bruce Richet
 - Completed the fabrication and installation of 4 entrance information signs
 - Facilitated information signage for BCA activities throughout the year
 - Completion of a Briarwood Asset Condition assessment (pathways/sidewalks, lake, streets, surface bonding, groundwater damage and general maintenance) with submission/follow-up action by C of S Parks, Public Works, Roadways, Facilities and Strategic Services departments.
 - Continued follow-up discussions representing BCA interest in CP Whistle Cessation Order with the C of S
 - Assisted BCA address issues with SaskTel tower placement
 - Represent BCA issues/solutions with regular discussions with Councillor Olauson
 - Assist/represent BCA strategic concerns at Mayor/Councillor Town Hall and other public Open House informational meetings
 - Will press C of S for Capital project in 8th Street sidewalk construction in 2014
 - Continue to work with C of S on groundwater issue at lake during 2014
 - Ensure capital funding for lake pathway reconstruction in 2015
 - Create online strategy for BCA pothole identification and use with a city focus in street maintenance
 - Continue to meet with Councillor Olauson on BCA issues
 - Address BCA beautification strategy at entrances

- k. Parks Coordinator – Cory Henderson
 - No report

- l. Volunteer/Membership Coordinator – Amy Sturgeon
 - Mailed out membership cards for online purchases
 - Responded to a few online registration questions, forwarded several to Elaine.
 - Emailed Lakeridge for input on the credit card process with sports sign up – they said it works well and approximately 80% of registration fees are being paid via credit card.
 - Data on memberships sold for 2013 year – memberships sold at: BBQ=76, Fall Registration night=66; online=68; mailed in=12; membership drive=128; Winter Registration/Soccer Registration night combined=26. Total memberships sold to date is 376 (approximate)

- m. Rink Coordinator – Chuck Miles
 - The rink had higher usage this year especially around Christmas and at the end of the season mainly due to nice weather at these times.
 - Rink was shut down March 15th; equipment removed and put into storage

- Posts and debris from shore will be removed once ice goes out.
 - BCA should consider the purchase of own pump and hose for rink flooding. The pump has been loaned yearly by Aquifer. Estimate \$500-700 total purchase.
 - Still having castor wheel issues on sweeper. Replacement set only lasted one season and the sweeper manufacturer has gone out of business. Will continue to source a more robust set of castors.
- n. Recreation Centre – Lou Anne Turcotte
- Steady rentals throughout the year
 - not available for rental in the summer
- o. Director-at-large – Prem Sharma
- Attended the “Ignite your Leadership” workshop on March 15th
- p. Director-at-large – Wally Leis – No report
- q. Director-at-large – Annie Meng – No report

Motion to accept the board reports as presented – Chuck; second – Lou Anne; carried.

8. 2013 Financial Statements

Presentation by Treasurer – Nora Ortman

- Refer to Financial Report for details
- Review Engagement Report performed by McKenzie and Co
- **Motion**: to waive the requirement for a financial audit for 2014ort done once a year – Nora; second – Bev; carried
- Bev asked if an audit would be required after a certain number of years and the answer is no.
- **Motion**: Approve McKenzie and Co approve the financial statements for 2014 – Nora; second – Bruce: carried
- Motion to accept the 2013 BCA financial statements as presented; Nora, second- Chuck; carried

9. 2014 Budget

Presentation by Treasurer – Nora Ortman

- refer to 2014 budget
- decreased revenue and decreased expenses from flag football as we do not have a coordinator and cannot offer the sport
- increase revenue from increasing community centre rental fees
- no significant differences in administrative costs besides postage for our newsletters
- fairly conservative budget; still some uncertainties about team sports
- Predicted deficit of \$846 for the year
- Bruce brought up the point that we have only about 23% of the memberships so we have potential to gain more revenue from selling more memberships

- Elaine asked about the possibility of amalgamation of BCA with Rosewood. She had quite a few soccer registrations from Rosewood. Art pointed out that at this time Rosewood could not offer team sports registration at this time as they are still building their community.

Motion to “accept the 2014 budget as presented” – Nora; second – Bev; carried.

10. Election of the Board of Directors for 2014-2015

(Nominations from the floor for expired or vacant positions)

- a. President
 - Eldon Ortman has been nominated and is willing to be nominated.
Eldon Ortman declared President
- b. Past President – vacant
- c. Vice-President - vacant
- d. Secretary - vacant
- e. Treasurer
 - Nora Ortman will continue term.
- f. Indoor Program Coordinator
 - Sima Arnold will not be continuing term
 - Prem Sharma has been nominated and is willing to be nominated.
 - Prem Sharma declared Indoor Program Coordinator
- g. Team Sports Coordinator - vacant
- h. Social Coordinator
 - Bev Pongracz will continue term.
- i. Communications Coordinator
 - Li Zhang will continue term.
- j. Civics Coordinator
 - Bruce Richet will continue term.
- k. Parks Coordinator – vacant
 - Cory Henderson will not be continuing term
- l. Volunteer/Membership Coordinator
 - Amy Sturgeon will continue term.
- m. Rink Coordinator
 - Chuck Miles will continue term.
- n. Community Centre Coordinator
 - Lou Anne Turcotte will continue term.
- o. Directors-at-Large
 - Yan Wu will continue term
 - Shirley Zhou has been nominated and is willing to be nominated
Shirley Zhou declared Director-at-Large
 - Elaine Reinhart has been nominated and is willing to be nominated
Elaine Reinhart declared Director-at-Large
 - Cory Kos has been nominated and is willing to be nominated
Cory Kos declared Director-at-Large

Motion to accept the 2014-2015 Board of Directors as presented – Chuck; second – Prem; carried.

Thank you to everyone who has served the community of Briarwood.

11. Adjournment

Motion to Adjourn the 2014 AGM – Bruce – 8:39pm