

**Briarwood Community Association  
Board of Directors Meeting  
Wednesday, January 2, 2013 - 7:30 p.m.  
Briarwood Recreation Centre**

Present: Chad Schatz, Valerie MacDonald, Chuck Miles, Ted Llewellyn, Cory Henderson, Bev Pongracz, Sima Arnold, Lou Anne Turcotte, Amy Sturgeon, Yan Wu, Art Lord (Community Consultant)

Regrets: Laddy Hemeon, Brandon Bishop, Kaveh Lotfian, Prem Sharma, Annie Meng, Bruce Richet

Guest: Yanling Mo

1. Call to order – 7:35 pm  
Introduction of board members and new members
2. Approval of agenda  
Motion to approve - Ted; second – Cory; carried
3. Motion to adopt December, 2012 minutes – Cory; second – Sima; carried
4. Business arising from minutes - None
5. Correspondence  
Quiet on the email front  
Communications with the city regarding plowing of Briarwood Road  
No questions from the website regarding online registration
6. Community Consultant Report – Art Lord
  - See attached report
  - Highlights included: Saskatchewan Lotteries Community Grant Program – This grant is for projects that will be conducted between April 1, 2013 and March 31<sup>st</sup>, 2014. Deadline is January 15<sup>th</sup>, 2013; Family in *motion* Day is February 18<sup>th</sup>. In motion encourages CA to offer opportunities for families to be active on this special day (such as skating, building a snowman, etc); Volunteer Appreciation Night on March 28<sup>th</sup> at the Western Development Museum; Indoor coordinator workshop followed by a CA Trade Show will be held in April.
  - Snow clearing for accessing the Rec Center was not being done, however, the snow was cleared today. Art will follow-up to see if this snow clearance will continue and thank the City for what was done today.
  - Rink equipment had to be approved for use. Our equipment is appropriate.
7. Director Reports
  - a. President – Chad Schatz
    - Setup online registration and updated website
    - Started to update membership list for 2012/2013
    - Added content and sent out final draft for review of December newsletter
    - Arranged printing of newsletter (~\$680) and delivery by Canada Post (~\$270)

- This month plan to transition of community centre coordinator position and evaluate use of merchant account in order to accept credit card payment for online registration.
- b. Past-president – Tracey Kushniruk - none
  - c. Vice-president – vacant
  - d. Secretary – Valerie MacDonald – none
  - e. Treasurer – Ted Llewellyn
    - See financial report
    - Put together a nominal projected budget for 2013 that will be finalized at the March meeting and is projecting a slight surplus.
  - f. Indoor Program Coordinator – Sima Arnold
    - Registration is tomorrow night – needs a few more people to help if possible
  - g. Team Sports Coordinator – Laddy Hemeon
    - *Indoor Soccer (U6, U8 and U10)*: Received and updated rentals for the school for soccer. All of the coaches have their bookings for the remainder of the season
    - This month plan to look at drafting a contract for the jersey sponsors for the spring soccer
  - h. Communications Coordinator – Yan Wu
    - Got the newsletter out and attended a newsletter workshop
    - Look at getting the next newsletter out in March to announce soccer registration
  - i. Civics Coordinator – Bruce Richet - None
  - j. Parks and Green Space Coordinator – Cory Henderson - None
  - k. Volunteer/Membership Coordinator – Vacant
  - l. Rink Coordinator – Chuck Miles
    - Rented snow blower to clear ice as ice thickness would not support equipment.
    - Started up rink; hauled and cut firewood.
    - Firewood was donated and delivered by Brander Enterprises (Meadow Lake)
    - Power for rink light supplied by the Sheppard Family again.
    - Would like to gradually replace the equipment over the next 3 years as he plans on stepping down as coordinator. Consider having an apprentice to “learn the ropes”.
  - m. Recreation Centre – Chad Schatz (acting)
    - 6 rentals in December
    - Copied emails from [bca.building@gmail.com](mailto:bca.building@gmail.com) to new email address [briarwoodpresident@gmail.com](mailto:briarwoodpresident@gmail.com) to transition coordinator role effective January 2, 2013
    - Met with LouAnne Turcotte (and Leah) to discuss Rec Ctr cleaning
  - n. Social – Bev Pongracz

- Completed application for City of Saskatoon (will forward to treasurer for attachments of receipts) and plans for social events for the year (see New Business)
- o. Director-at-large – Prem Sharma - None
  - p. Director-at-large – Brandon Bishop – None
  - q. Director-at-large – Kaveh Lotfian – None
  - r. Director-at-large – Annie Meng - None
8. Old Business
    - a. Volunteer Appreciation Event – consider having it at the end of June when soccer is done
  9. New Business
    - a. Director Nominations:
 

**Motion:** to nominate Lou Anne Turcotte for the position of Recreation Centre coordinator – Chad; second – Cory; carried.

**Motion:** to nominate Amy Sturgeon for the position of Volunteer/Membership Coordinator – Chad; second – Cory; carried.
    - b. Rink Insurance
 

Chad will investigate what the BCA insurance policy actually covers as we have been told that we are not covered for the rink and would need to split the cost of \$2400 of insurance with 2 other CAs.
    - c. Social Event Planning
 

Bev would like to coordinate the social events for the year. By having a plan in place for the year, we can plan accordingly and advertise frequently.

February – co-ordinate with the City for In *motion*. Set up within the Centre for hot chocolate, cookies and membership. Outside would be skating, sledding, snow shoeing, horse and sleigh, etc.

March – City of Saskatoon Volunteer Night at the WDM

April/May – Celebrate Spring – cookie decorating, crafts, etc.

June – volunteer appreciation night for Briarwood

September – Fall BBQ

December – Christmas party
  10. Discussion
    - a. Meeting dates/times - for Winter/Spring 2013, Tuesday is the only open evening
    - b. Registration volunteers – Lou Anne and Amy volunteered to help Sima
    - c. Grant applications – Bruce and Ted are completing Lotteries grant
    - d. Strategic direction meeting – may consider choosing one topic per month to discuss at monthly meetings as it is difficult to co-ordinate a dedicated meeting for strategic planning
  11. Motion to Adjourn – Cory – 9:04 pm
 

Date of next meeting – February 5, 2013 at 8:15pm