

**Briarwood Community Association  
Board of Directors Meeting  
Tuesday, November 5, 2013 - 8:00 p.m.  
Briarwood Recreation Centre**

Present: Eldon Ortman, Nora Ortman, Valerie MacDonald, Lou Anne Turcotte, Amy Sturgeon, Bruce Richet, Li Zhang, Art Lord (Community Consultant)

Regrets: Chuck Miles, Annie Meng, Bev Pongracz, Prem Sharma, Cory Kos, Sima Arnold, Wally Leis, Yan Wu, Cory Henderson

1. Call to order – 8: 04pm
2. Approval of agenda  
Motion to approve – Lou Anne; second – Bruce; carried
3. Motion to adopt October, 2013 minutes – Bruce; second – Lou Anne; carried
4. Business arising from minutes - none
5. Correspondence
  - A few emails about cancelling soccer registration
  - Email from Sports Signup about an unpaid invoice – Eldon will investigate further and possibly contact Chad. Will also investigate if it is financially viable to continue with the online process.
6. Community Consultant Report – Art Lord
  - See attached report
  - Highlights included: Treasurer’s workshop (Nora has already registered for it); Sask Lotteries Grant deadline is January 15<sup>th</sup> – range has increased to \$10000 from \$5000; potential for new volunteer for the board that we will contact.
  - Incidents occurring in Saskatoon – individual around Wildwood Golf Course where a man was exposing himself. Police seeking any information about other incidences.
7. Director Reports
  - a. President – vacant - none
  - b. Past-president – Chad Schatz – none
  - c. Vice-president – Eldon Ortman
    - Attended Mayor and Councillor Town Hall meeting with Bruce Richet on October 8<sup>th</sup>
    - Canvassed neighbourhood zone on October 19-20 for membership drive
  - d. Secretary – Valerie MacDonald
    - Replied to emails regarding cancelling soccer registration

- e. Treasurer – Nora Ortman
  - See financial report
- f. Indoor Program Coordinator – Sima Arnold - none
- g. Team Sports Coordinator – vacant - none
- h. Communications Coordinator – Li Zhang
  - Updated website with the following additions: Job opportunities of Elections Saskatchewan in Current News, Girls in Motion program in Current News, October meeting minutes
  - Eldon asked about updating the board member list on the website. Val will send updated list to Li.
- i. Civics Coordinator – Bruce Richet
  - Attended the Mayor and Councillor Town Hall meeting with Eldon Ortman on Oct 8<sup>th</sup>
  - Four entrance signs were received from the fabricator. Buried lines locates were secured from Sask 1<sup>st</sup> Call and City of Saskatoon Parks irrigation. Installation contractor was engaged October 23<sup>rd</sup> and installation completed by October 29<sup>th</sup>. Special effort was required to place concrete pads at each and freeze protection initiated. Signs are ready for use.
  - Signs can be made and changed throughout the year. Sign measures 30x36 inches – 40% of the sign is supposed to include BCA signage. They will hold similar signs to what we had previously.
  - Investigation of long-term rehabilitation of the 4 Community Identification signs. Program recommended totals near \$5000. Discussions over the winter months need to be held with City on responsibility.
  - Assisted Amy with the volunteer discussion for the BCA Membership Drive and canvassed for my local area.
  - This month will have regular meetings with Infrastructure Services and Parks as O&M work continues.
  - Follow-up on existing signage rehabilitation with the City for responsibility

*Motion:* to authorize payment for installation of 4 signs to Norwes Construction Ltd for \$4874.10 – Bruce; Nora - second; carried.
- j. Parks and Green Space Coordinator – Cory Henderson - none
- k. Volunteer/Membership Coordinator – Amy Sturgeon
  - Coordinated the membership drive
  - Found volunteers (4 community members, 9 board members)
  - Booked the Pennco sign for the month of October (it should be removed early

November)

- Assembled canvassing kits for each volunteer
- Organized a small kick off in the Community Centre for Volunteers to collect their kits. (Myself, 2 board members and 2 community members attended)
- Reconciled the kits as they were turned in, all cash and cheques turned over to Nora (November 2<sup>nd</sup>)
- The membership drive generated a total of 128 memberships. To date we have sold 35 memberships online.

l. Rink Coordinator – Chuck Miles - none

m. Recreation Centre – Lou Anne Turcotte

- Answered emails about rentals, coordinated key & cheque pickup and drop off
- Checked rec centre after rentals and coordinated cleaning
- 4 rentals in October

n. Social – Bev Pongracz - for September/October

- BBQ in the park in Sept went well. Date works well as is after long weekend, but there is also a Rider game- next year will plan for 11-2.
- Added a set of games for older children, which seemed to go over well. Facepainter was also a success this year, having craft table at same spot gave children something to do while they waited their turn.
- Wide Open puppet theatre did 2 performances, appeared to be well received for the younger people.
- Unable to get candy floss machine this year- next year will do candy floss and snow cones and no popcorn
- Was difficult to find enough volunteers, will start earlier next year.

Upcoming Events – December

- Children's party is booked for Sunday December 15<sup>th</sup> - 3PM-430pm at the BCC. Wacky Wizard is a 45 min presentation for children approx 4-12y of age. He needs 30 min to set up prior to any children coming. Would like to serve a small snack as well, and have Christmas cookie decorating station(s) set up for after the entertainment. Free with up to date Briarwood membership, 5.00 per child if no membership
- Adult Christmas Party- microbrewery wine and cheese- have not yet booked

o. Director-at-large – Prem Sharma - None

p. Director-at-large – Annie Meng – None

q. Director-at-large – Wally Leis – None

## 8. Old Business

- a. Membership Drive – 128 memberships – did not reach all areas of Briarwood – more volunteers needed to get all homes covered. Nice to get feedback from citizens. Discussed starting earlier next year with our membership drive – more advertising about the drive and hopefully get more volunteers, having a training session beforehand is very helpful.
- b. Newsletter – will not have advertising in newsletter this time; goal is to have the newsletter delivered in December. Draft copy of newsletter by November 26<sup>th</sup> so there is time for printing and delivery the week of December 2<sup>nd</sup>.
- c. Update on Town Hall Meeting: Bruce and Eldon attended and had the opportunity to ask a few questions including about growth and assets – are they being maintained? Response was that the City was reviewing all of that in the budgeting process. Secondly, how does council see the role of the CA – eyes and ears of community. Lastly, asked about traffic - is a safety issue – north to Boychuk at Highway16 only going to get worse what is the priority for the interchange – not really answered... on the books for planning.

## 9. New Business

- a. Pottys in the Park – deferred to next meeting
- b. Soccer Coordinators for next year - do not agree with the suggestion of paying someone to coordinate soccer, will advertise for soccer volunteers for next Fall
- c. Parties in December – see Bev's report – not present to discuss

## 10. Motion to Adjourn – Nora; 9:23pm

Date of next meeting – Tuesday, December 3<sup>rd</sup> at 8pm