

**CHESTERMERE WHITECAPPERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**JULY 19, 2019**  
**1:00 PM TO 3:30 PM**

**Attendees:** Michael, Karen, Todd, Kaye, Danielle, Cliff, Pat, Don

**Absent:** Clare

1. **Call to order:** 1:05 PM
2. **Certified Quorum:** 8 in attendance
3. **Adoption of Agenda:** Motion to accept – Karen; seconded – Pat – carried
4. **Adoption of Minutes of last meeting:** Motion to accept – Danielle; seconded Karen; carried
5. **Business Arising from Last Meeting:**

Michael provided updated information on computer purchases to be made in the fall when best pricing is available as grant money has been received.

Discuss on printed lease from CRCA (deferred to New Business in agenda)

6. **Committee Reports:**

- a. **FEA Committee** – Activities: -- Karen presented a detailed overview of the events as follows: June Potluck as one of the best ever with over 90 members attending – only concern is people were putting away chairs, etc prior to the conclusion of the music entertainment. Stampede Breakfast on July 6<sup>th</sup> was very successful with great volunteers and the Line Dance Group; one concern was a number who signed up that didn't attend – an overage of supplies had resulted. July 17<sup>th</sup> is the 85+ Luncheon celebration. Nancy Brazier has this event well planned with 16 members attending. The FEA committee members will meet at 10:00 AM to set up the facility for this event. July 30<sup>th</sup> will be the next potluck even. At this event the Historical Society Foundation will do a 15 minute presentation on a major upcoming event. Sound systems were to be checked to provide better audio. Michael is to check with Pat regarding volume and operation of sound bar to maximize audio. August 27<sup>th</sup> is the End of Summer Luau. As Karen is not available to lead this event, either Michael or Clare will be asked to assume that role. Nancy has expressed an interest in organizing for a float for the Fall Fair Parade. The July potluck will provide Nancy with the opportunity to determine the number of volunteers who will help. A sign up sheet will be put in place for the float volunteers as well.

A further point of discussion was the need to have more members involved in helping out with the social activities of the CWA. Points considered – request short term commitments from the membership. A need was also identified for volunteers to sign up to make Saturday coffee, as currently this is falling to one member of the CWA. A sign up

sheet to prepare coffee for Saturdays will be posted. It is hoped regular Saturday attendees will take a turn.

- b. **Bylaw & Policy Committee** – Kaye – no recent meetings but that one will be organized in late August
- c. **Facility Committee** – Michael – Referring to content in the possible new lease, building deficiencies in the form of a written list will have to be provided to the CRCA. Michael and Todd to do a facility review, citing there were no major deficiencies of which they were aware at this time. The board has suggested that all minor issues be included in this list in case future problems arise that started as minor issues.
- d. **Member Services Committee** – Todd indicated that Don Jensen was currently on this committee. After some discussion, Karen has agreed to pick up the duties of this committee. Danielle has agreed to head up the phone list action sub-committee, whereby some members who request it, can be called and informed about upcoming events.
- e. **Social Media Committee** – Don – This committee has not met yet but will in September. Focus will be the purpose and goals of the committee, getting others involved in social media via training. Oversight will be required for all postings. Current interested members include Michael, Todd, Kay and Pat from the board. This committee will be open to the membership.
- f. **Financial Report** – Pat – Pat presented a current statement of financial position of the CWA. In exploring the Income and Expense section of the report it was noted that the CWA was running a deficit of \$884.46.

## 7. **New Business – Michael**

- a. **Financial Support** Michael provided an overview of discussions with the Mayor of Chestermere, CAO and FCSS staff with reference to applying for further financial support for the WCA. The overall goal is to acquire funds to cover a portion or all of the difference in a previous rental and new rental cost, once a lease is completed.
- b. **Name Change** Michael indicated that he will strike a Name Change Committee based on comments made in the community. Part of the duties of this committee will be to determine the costs associated with such a name change. Members at large will have the opportunity to sign up for this committee.
- c. **New Lease Proposal** Michael requested that board members share their thoughts about the new lease proposal and conditions as recently provided by the CRCA. Kaye presented and tabled a detailed analysis of the proposal, where in general, the board was in agreement with concerns as expressed by Kaye. Karen and Michael also stated that content in the lease proposal was different than was discussed with two representatives from the CRCA, and in their view, agreed to in mid June.  
**Actions:** Based on the collective concerns about the new proposal, Michael and Karen will move to arrange a new meeting with the

representatives of the CRCA. It is also the wish of the board to have the CAO of Rockyview County or an informed representative thereof, to attend this future meeting. It was also the consensus of the board that a written transcript of the key points in the discussion at the future meeting be taken so that both sides in the negotiations understand the commitments and statements made.

**Adjournment:** 3:05 PM – motion to adjourn by Karen; seconded – Danielle Carried.