

Hounsfield Heights – Briar Hill Community Association
Board of Directors Meeting Minutes

Date: 13 May 2010
Location: HH-BH Community Hall

Meeting Commenced: 7:03 PM.

1. Opening (David)

- Accept agenda.
- David will be moving out of the community on June 15 and will be resigning his role on the Executive and Board. Chair duties will transfer to Norm.

2. Minutes (David)

- **Motion (13-May-10)-01** by Linda to accept the minutes of the April 8, 2010 board meeting. Seconded by Phil. Motion carried.

3. History Book Presentation (April Stuart)

- Linda introduced April Stuart, SAIT student, as the history book editor and layout designer.
- April found a website “Lulu” that allows ebooks to be published. Charges occur when copies of the ebook are sold, with the website receiving a 20% commission. For example, if \$8.99 was the selling price and \$2.48 the cost to produce the ebook, Lulu would receive \$1.30, and the net profit to CA \$5.21. A test run shows it to be quick and painless. April is ready to complete the layout and design for uploading. She has done a quick edit of the material and Barb offered to provide assistance.
- Can have different search aspects to locate it on the web.
- April is trying to figure out how to increase the resolution to publish the photos. Various suggestions included scanning the photos at a higher resolution or asking the Glenbow Museum if they have original photos of better quality than those on the museum’s website.
- A reasonable completion deadline might be just before the AGM in November. April estimates it might take a couple of months to finish.
- Discussion on various ebook formats. Hopefully it will be compatible with Kindle type readers as well.
- Publisher suggestions? People who submitted stories need to be recognized. With FOIP concerns do individuals need to sign off on their submissions? If the CA is the publisher it would avoid the need for signing off as submissions were sent in freely to the CA.
- Linda will forward the email from the family in Great Britain on their submission. Barb had a more recent story from someone on the coast.
- April will update Linda every month on the status of the project; Linda will forward the updates to the board.

4. Financial Update

- Tejinder and Russell want to combine all the GIC’s so they mature at one time. They negotiated an interest rate of 0.5% on 60-day terms.

Hounsfield Heights – Briar Hill Community Association
Board of Directors Meeting Minutes

- Large profit realized from indoor soccer registration. Season runs from September to March. Could surplus be used to sponsor families who can't afford the program? Carol responded that that option is always available and made known to families.

5. Committee Updates

a) *Land Use (Terry)*

- See report.
- Proposed subdivision at 1616-11th Avenue NW is proving quite contentious (currently an 82' lot; proposal to subdivide to two-40' lots has precedence). There is also a listing for the two properties on MLS although the City has yet to approve the subdivision. Terry asked why the CA wasn't informed and was told by the FCC's Bob Van Wegen that notification from the City is a courtesy and not a requirement. The City did send copies of the two development permits but with so much objection from the neighbours Terry predicts the DP's will be refused and neighbours can voice their concerns during the appeal process.
- Another DP on the ridge on Briar Crescent for a 6,000 square foot spec home – neighbours are upset about the proposed two story height. Comments period has been extended since Terry will be away. Some builders in the past pushed the envelope on building size with the CA so that even with a size reduction the builder actually got the size it wanted in the first place.
- Realtors aren't mentioning the gas plume issue to potential buyers whose properties might be affected.

b) *Traffic Calming (Kellie for Denny)*

- Many calls and emails on traffic concerns received from the Beacon notice. The City looks at traffic study applications in the fall. Assessment is based on needs but community interest is also very important. It was decided to invite the community to the June board meeting (Thursday June 10, 2010 at 7 PM) and Denny will ask his contact from the City to be there as well. The presence of the board and as many residents as possible helps validate community interest in traffic issues.
- **Action item:** Denny will contact the people who sent in submissions to tell them about the June meeting date and time. Kellie will pick up flyers available from the City for insertion into the June Beacon to further advertise the traffic issues to be discussed in June.
- Denny has all concerns itemized and will use them to update our application.
- Electronic signs can be borrowed from the City showing driver speed. 12th and 14th Avenues would be potential sites. (This would indicate community interest to the City as well).

c) *Programs (Carol)*

- See report.
- Lorne Cowan talked about the outdoor adult fitness park. The grant application was refused and it was thought we did not have enough politicians on board with the request. We have to wait an entire year before applying again.
- The footprint (base) is the largest cost, more than the apparatus itself. The minimum number of units needed is around 9 and it would be more efficient to build the footprint bigger to start with. The City was going to donate the land for the proposed footprint anyways. We have the funds and we want to improve the community. There is 6 week lag between ordering and ground breaking. Definitely a July possibility if the board approves the spending tonight. Potential for Flames to support as well. Base needs to

Hounsfield Heights – Briar Hill Community Association
Board of Directors Meeting Minutes

be installed before the ground freezes – no later than late September. We don't want to waste an entire year waiting for potential grant approval.

- If we need to spend more to create the footprint we could adjust the amount later which will allow the project to get started. **Action item:** Mara will write a letter to AGLC requesting up to \$60,000 in casino funds be approved for this project.
- **Motion (13-May-10)-02** by Carol to provide the project \$40,000 in order to get the adult playground project initiated; matching funds are not required and a final amount will be determined at a later date. Seconded by Gunter. Motion carried. Norma, Lorne and Marlene Smith will be the project managers.
- Not sure if the proposed equipment shack (for flooding equipment) at Green Park would go over well with the local residents. At minimum a building permit would be required. It would make more sense to install a smaller box to keep the newly installed water line from freezing. Providing light on a timer for night skating was also proposed. **Action item:** Terry H. to ask Amanda why we can't continue to use the fire hydrant and for potential ideas for keeping the rink viable.
- The date for the community/volunteer appreciation event was changed to June 5 to run after the community cleanup. **Action item:** Terry H. to book the gym for the appreciation event and to book a sign for community appreciation/cleanup advertising.
- Stampede Breakfast Saturday July 17 at 9 AM at Green Park.

d) *Facilities (Phil)*

- See report.
- Adult drop-in basketball will go ahead on Saturdays during the summer from 10 AM-2 PM at a \$6 drop in fee.

e) *Strategic Planning (Norm)*

- No report.
- Remove from further agendas.

f) *Communications (Linda and Paula)*

- Paula needs guidance from the board as to Wiki content. Kellie asked Paula give the board a presentation on how the Wiki operates so everyone can understand the site and become familiar with the potential and envision what it can do for the community. Paula wants the board to provide ideas for discussion, information, announcements and items of community concern - all of these exercises would fit well with the site. They could even be part of the planning process and help to create momentum for the proposed mission/vision statement exercise. Many potential forms of collaboration are possible. It would be a wasted resource if there was a grand launch without substantial quality content on the site. Paula will continue to research but not put anything on the site until the board has satisfied its responsibility to be aware of the Wiki's function and what material could be on the site.
- Paula proposed using googlegroups on the Wiki site. All community members could become members of the group by sending out invitations (functionality would be tested first; a second googlegroup would be created so as to keep it separate from the board's communication group).
- We should give Paula the same status as Barb as a board googlegroup member because she will be providing the same information that Barb does in Beacon printing on the Wiki. Paula will filter what is on the Wiki.
- Kellie wants to have facilitator guide the vision/mission process. Can Amanda invite the consultant to a meeting with the board? Kellie wants more members of the community

Hounsfield Heights – Briar Hill Community Association
Board of Directors Meeting Minutes

involved. Broader input is needed for spending casino funds. More ideas to bring in more community members?

- **Action item:** Terry will contact Amanda to find out if the vision/mission statement consultant is available for a supplementary meeting (no time at the June board meeting with community traffic issues on the agenda).
- Sign discussion: concerns expressed that the rock resembles a tomb stone and if there is an official community logo to be used; also the placement of the rock needs to reflect entrance to the community. Linda will send the board a summary of the discussion with her answers on Sharon's behalf, prior to sending it on to Sharon for update purposes.

g) *Memberships (Linda)*

- No report; membership renewals continue to arrive in the mail.

h) *Education (Mara)*

- See report.
- Gunter updated the website – thank you! Trying to increase kindergarten and daycare numbers.
- One of the playschool teachers has resigned.
- **Action item:** Terry to send playschool financials to everyone on the board.

i) *Sears Plume (Phil)*

- See report and correspondence.

j) *History Book (Linda)*

- Presented earlier.

6. **City Update (Amanda)**

- No report.

7. **Old Business**

Last Month's Action Items:

- **Action item:** Terry H. will contact Ceridian about adding kindergarten and playschool staff to the CA payroll. **DONE**
- **Action item:** Terry H. to forward Amanda's Park 'N Play notice to Barb for the Beacon. **DONE**
- **Action item:** Terry H. to send out a reminder that membership renewals are due at the end of March. **DONE**
- **Action item:** Gunter will talk with Terry K. about the service provider he has been communicating with in getting online program registration started. One of the items Gunter will try to have done by September is including program registrations both on and offline, as well as program communication, which will require envisioning. Might need to hire someone to strategize and execute it due to time restraints. (Googlegroups could be integrated as part of this process.) Gunter fixed the Google calendar on the website. Linda thanked Gunter for the HHBH book site – it looks great.
- **Action item:** Amanda will find out if resident signatures are required to apply for parking restrictions around Green Park. **CARRY FORWARD**
- **Action item:** Denny will place another request for feedback on traffic issues from the community in the April Beacon and have a full report to present at May's meeting. **DONE**

Hounsfield Heights – Briar Hill Community Association
Board of Directors Meeting Minutes

- **Action item:** Amanda will find out if the consultant would be available in September for the proposed community vision/mission statement project. **TERRY H. TO EMAIL AMANDA TO FOLLOW UP.**

8. New Business

- Jody from the City will send Kellie all of the resident's emails so care information for the new trees can be passed on to everyone. Staff can water the trees on Saturday; Kellie can provide additional watering during the week if needed. **Action items:** Phil will advise the staff about the Saturday watering requirement. Tejinder will bring a spare hose to the CA to replace the cracked one on the reel.
- Block Watch: Gunter will ask the concerned neighbour if she would like to head up and initiate Block Watch. She could ask Constable Levesque for guidance.
- Most of the people who collect the bottles aren't criminals. Some of the residents need to be educated about which items they've been leaving by their recycling bins. **Action item:** Barb will run the article written by Constable Levesque again in the June Beacon, and include his number for concerned residents to call.
- Linda called the City about finishing the shingling on the LRT station. The pedestrian walkway adjacent to the Renaissance needs to be cleaned of pigeon droppings.

Motion (13-May-10)-3 by David to adjourn the meeting. Meeting adjourned at 9:10 PM.

Upcoming events:

June 5 – Community Cleanup and Community Appreciation Event

June 10 – Board Meeting

July 17 – Stampede Breakfast

September 9 – Board Meeting

October 14 – Board Meeting

November 11 (? Perhaps change this to November 10 instead) – Board Meeting

November 17 – AGM

December 9 – Board Meeting

When signed these minutes are considered to be an accurate reflection of the meeting they represent.

Hounsfield Heights – Briar Hill Community Association
Board of Directors Meeting Minutes

Date: _____

Signatures: _____
President *Print Name*

_____ *Secretary* *Print Name*