

CKE Community Association Board Meeting



Date: July 27, 2023

Time: 7:30pm ~ brought to order at 7:35 pm

Location: CKE Hall

Present: (Highlight yellow)

Daniel Kowall	Debra McArthur	Jessica Kopitar	Doug McNeill*	
Glen Haslhofer	Suzanne Brown	Lance Titchkosky	Jim MacLean**	
Zonita Haggis	Matthew Watt	Robyn Messer*		

* Attended via Zoom

** Voted onto board during meeting

Observers / Guests:

Christa Zaharychuk (NPC - City of Calgary)	Kourtney Penner (Ward 11)	Nagwan Al-Guneid (MLA Calgary-Glenmore)
	Sonja Sahlen (Ward 11 Office)	Harrison Taylor (Office of MLA Nagwan Al-Guneid)

MOTION: to approve the current agenda. Made by Daniel Kowall, seconded by Harry. All in favor. Non-opposed. Motion carried

MOTION: to approve May Board meeting minutes. Made by Harry, seconded by Matt. All in favor. Non-opposed. Motion carried.

Ward 11 Office Report: Kourtney Penner/Sonja Sahlen

- [Report](#)

City of Calgary NPC Report: Christa Zaharychuk

- [Report](#)
- Residential parking permit fees start December 4, 2023.

Action: Jess to put on social media.

Action: Robyn to put on the website.

Calgary-Glenmore MLA Report: Harrison Taylor

- Welcome and introduction

Monthly Hall report: Jennifer Sherstabetoff

- Defibrillator - go ahead and order
- Patchy grass - Jen to tell complainers to call 311
- Volleyball nets - go ahead and sell
- Sound baffling - go ahead and sell
- Ensure he has WCB before starting work.

Action: Zonita to reply to Jen with all decisions.

Treasurer's Report: Matthew Watt

- Matt not fully taking up the position until August.
- Full treasurer's report next month.

Planning Report: Doug McNeill

- Doug hadn't called in yet and we forgot to go back to him so no formal report.
- Should we have a meeting for Doug McNeill to meet people that were at the November board meeting? Decided that may do more harm than good.
- Suggested to create a "Board Member of the Month" feature in the newsletter.

Action: Zonita to come up with a template and "interview" the first board member for the September newsletter.

Social Report: Suzanne Brown

- Neighbour day was a hit!
- Looking to organize Beerfest for late fall - needs a volunteer team to organize.
- Community book club - looking for someone to help lead.
- Halloween kids' party is organized. October 27th.

Action: Jessica to make a graphic for Beerfest volunteers.

Action: Zonita to put a request for Beerfest volunteers in February in the Newsletter.

Action: Zonita to put thank you to Cobbs and David's tea for sponsorship and organizers of Senior's tea

Action: Suzanne to email names of people running senior's tea to Zonita

New Business:

- The Garden group would like an amount corresponding to their membership fees allocated to the garden group each year to cover expenses, with any amount left over carrying into subsequent years because of the potential for expenses to vary from year to year. Previously promised to them.
- Would like a new quote for tractor repair and an updated one from Brandt.

MOTION: to appoint Jim MacLean as a Director at Large made by Zonita Haggis. Seconded by Doug. All in favour. Non-opposed. Motion carried.

- Our Volunteer Coordinator has stepped away from position. We need to ask the community again for people interested in volunteering. We can do this in the newsletter and e newsletter.

- Our email newsletters Mailchimp has expired and needs to be set up. It was on Leigh's credit card but she no longer wants to have it on there as she is no longer on the board. Is there a possibility for it to debit our paypal account? Jess is taking over newsletter sending from Leigh but hasn't been able to learn how to do it yet.
- Soccer - Riley stepping down from leading Heritage Soccer and Robyn will be on mat leave for next year. We need a new coordinator. None of the current soccer committee wants to take the role. Need to call out for a volunteer to the community. Soccer planning starts in January/ February. If no bites from CKE we can call out to other communities who feed Heritage Soccer.
- Suzanne and Zonita have potentials for new Members at Large starting in September. Hopefully jobs like Newsletter and others that have fallen through the cracks can be distributed. Also need to find jobs for Lance.
- A community member asked if we would be interested in canvassing the Mayfair place for a new board member. Board isn't interested at this time as we constantly have callouts for new board members in the newsletter. If anyone is interested in joining the board from there we currently have open positions.
- A community member requested we add a Land Acknowledgement to our website and meetings. Great idea - will implement on website and AGM/Special General Meetings.
- OHAT and SM were not completed during the meeting. Zonita will complete them with Christa.

Action: Matt to look into getting the Garden Club their money (none provided since Covid)

Action: Zonita to email Dan and request new quotes and maybe an additional quote.

Action: Jess to make a pretty "volunteer with our community" graphic.

Action: Zonita to put the volunteer graphic in the newsletter.

Action: Robyn to put the volunteer button on the website.

Action: Matt to see if Mailchimp can debit our PayPal.

Action: Jess to take over e newsletters from Leigh

Action: Robyn to make up description of what soccer coordinator entails

Action: Jess to make a pretty soccer coordinator volunteer callout.

Action: Zonita to put the soccer volunteer ad in the Newsletter.

Action: Robyn to put the soccer volunteer ad on the website.

Action: Suzanne to send Land Acknowledgement wording to Robyn for the website.

Action: Robyn to add Land Acknowledgement to the website.

Action: Zonita to respond to the community member regarding our decisions.

Action: Zonita to complete OHAT and SM.

Round Table Discussion:

- Discussion around Restrictive Covenant ("RC") and community association involvement. It was committed at the AGM to add the pro and anti RC initiative websites to the CKE website. The community association will remain neutral to reflect the different opinions within CKE (some pro-Heritage LAP, some in favour of the RC and many not currently having strong opinions one way or the other).
- Casino is coming up
- New Conflict of interest and Confidentiality Agreements need to be signed every term. Zonita to bring CA and CI to the next meeting for everyone to sign.
- Membership drive was canceled due to covid. There was a consensus that a door to door drive would be beneficial in recruiting more members and meeting new community members. We need to figure out about billing. If we do the drive in September and they sign up will they only be signing up until December 31? Are we able to have all of our billing auto renews start on January 1? Matt needs to look into this.
- Zontia booked LOC orientation for September with Christa.
- Another idea for engaging with new neighbours is a "New Neighbour Welcome Package" to be

delivered during their first month of living in CKE. Could contain: Information on CKE (website, social media handles, perks of membership, past events, loaf of bread from Cobbs, other things from local vendors, etc.)

- Jim to assist in making welcome packages for new neighbours.

Action: Jim to draft neutral wording for the website and send around for approval before it is added to CKE website.

Action: Jim to send required info to Robyn to add to website

Action: Robyn to add RC information to website

Action: Zonita to contact anti RC initiative team to request a contact prior to adding their website to the CKE website.

Action: Harry to send CKE dates and slots to Zonita to put in the newsletter and Robyn to put on the website and Jess to put on socials.

Action: Zonita to bring CA and CI forms to August meeting for signatures.

Action: All members are to read Conflict of Interest Policy and Confidentiality Agreement before the next meeting, so that they are confirming a document they have reviewed at the next meeting.

Action: Matt to look into our billing cycles and membership payments.

Action: Zonita and Jess to make CKE Infographic for “new neighbour” drop.

Action: Jim to print infographics once created and source paper bags.

Action: Zonita to talk to Cobbs about supplying bread.

MOTION: to adjourn meeting. Made by Harry. Seconded by Suzanne. All in favour. Non-opposed. Motion carried.

Meeting Adjourned at 9:34 pm. Minutes taken and completed by Zonita Haggis.