

West Hillhurst Community Association
Board of Directors Meeting Minutes
Monday, Mar.12th, 2017, 7pm

In attendance: David Quintance, Jordan Stuart, Jan Cerny, Bryan Polak, Craig Maclellan, Christian Wulff, Dave Best, Brent Alexander, Christine Fraser

Guests: Brenda Annala, David Sol, Karen Dahl

Regrets: Richard Raap, Dion Lobreau, Ehren Goodall, Jason Holley, James Heater

1. Confirmation of quorum - yes
2. Call to Order, Approval of meeting agenda & minutes - yes, minutes approved (quorum not achieved)
3. Acceptance into minutes of email motions passed subsequent to last meeting - yes

4. External Reports

1. Brenda Annala, Neighbourhood Partnership Coordinator
 2. March Report (Appendix A)
- Lifecycle assessment plan – hard copy is available
 - Values statements received, need to be finalized by the Board. Discussion for next meeting.
 - Lounge – if there is an interest in exploring the use of the front patio for the Barn, Brenda is able to provide support to identify what's required to make the submission.

5. Internal Reports

- a. Bryan Polak, General Manager
 1. General Managers Report (Appendix B)
 2. Marketing Package Dec 2017 Updated (Appendix C)
 3. Social Media Report (Appendix D)
 4. WHCA Advertising (Appendix E)
- Bryan reviewed his report with the Board. Highlights:
 - New doors installation has started. New doors (silver) are installed. Doors connected to the fire panel are not installed yet, but will be done shortly.
 - HVAC unit to be delivered Wednesday morning. Expecting to the ventilation to be up and running within a week so the Lounge can begin serving food.
 - Lounge proposed putting in an outdoor patio at the front of the Community Association next to the garden. Proposals must be submitted but haven't started yet. Lease considerations would be made if / when its approved and understood it would move forward.

Next Meeting Dates:

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Mon., Feb. 12th, 7pm Boardroom
Mon., Mar 12th, 7pm Boardroom
Mon., Apr. 9th, 7pm Boardroom
Mon., May. 14th, 7pm Boardroom
Mon., Jun 11th, 7pm Boardroom
Mon., Sept. 10th, 7pm Boardroom
Tues., Oct.9th, 7pm Boardroom
Mon., Nov. 12th, 7pm possible AGM
Mon., Nov. 12th, 6pm Boardroom
Mon., Dec. 10th, 7pm Boardroom

6. Planning

a. Karen Dahl and David Sol

- David introduced himself to the Board as Chair of Planning Committee. Contact information: david@davidsol.ca. Provided an overview of his role and view of the Committee:
 - Committee is looking at Planning from a holistic viewpoint.
 - Terms of Reference do need to be reviewed to reflect an updated mandate.
 - Principles are required to guide the process. Intensification will occur but this needs to be guided to the appropriate areas.
 - View as a body that can provide information and the tools the residents need to navigate what's changing. Help the neighbours navigate their position. Act as a resource for individuals in the community. Support the community members in voicing their opinion.
 - Vision to obtain people's views on the community without being prompted on an issue.
- **Action:** Bryan and David to discuss an event to bring people in to the CA to introduce them to the Planning Committee.
- Reviewed updates from Planning Committee meeting in March. Board had no concerns with what was provided.

7. Jordan Stuart, Treasurer

a. Treasurers Report - WHCA Forecast (Appendix F)

- Future process – spend towards CCG and plan for required repairs in advance in accordance with the lifecycle report and ensure the grant funding can be maximized.
- **Action:** Jordan and Bryan to build out this plan for review by the Board.

8. Capital Projects – update per General Managers report.

9. Transportation

- Sound barrier meeting upcoming. Davi will attend.
- Crowchild information posted to Facebook. This is related to the lane closures due to construction.
- Action: Bryan and David to find an opportunity to conduct a community open forum for the Transportation Committee to provide an opportunity for the Community to obtain more information on the process and topics currently being monitored.

10. Social and Community Engagement – per General Manager's update.

11. HR – no updates

12. Governance – no updates

13. Youth Sports Committee – no updates

14. Communications – no updates

15. Green Committee – no updates

16. Old Business – nothing to add.

17. New Business

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- Bryan exploring options for energy audits to improve building efficiency. Energy Efficiency Alberta is holding a meeting next Monday on options for non-profits in this field. Bryan to provide an update at the next meeting.
- Brent Alexander to resign from the Board.

18. In Camera Session

Adjournment

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