



erin
woods
COMMUNITY ASSOCIATION
83 ERIN PARK DRIVE S.E.
CALGARY, ALBERTA T2B 3A2

ERIN WOODS COMMUNITY ASSOCIATION
General Board Meeting Minutes
July 8, 2024

Meeting was called to order at 7:04 pm.

Approval of agenda: Anne M. approved Kassi J. second. Passed

Adoption of the General meeting minutes from Monday June 10, 2024: Anne M adopted the minutes, Kassi J. second. Passed

Reports to Board and related business:

1. City NPC: Stephan Horbay

- Summer will be slow
- Take note of several grant deadlines in report
- Waiting for Melody to send in the CCG grant
- The CFEP grant is in; waiting on approval
- Still working on finalizing the Business Plan

2: 1st vice president and Fundraising & Grants Director: Melody H.

- The Energizing Spaces Grant for a new fridge for Erin Woods Eats has been submitted
- The CCG grant will be submitted

3: 2nd Vice President and 3 Way Sign Coordinator: Kassi J.

- Neighbour Day event went very well even though got rained out
- Stamped Breakfast – about 500 were served
- Community Clean up – still need volunteers
- Kids Christmas party – the wagon has been booked. Champion Life Centre needs to be contacted. The event will run from 12:00 – 3:00 pm.
- JB Dance – the next one will be in September for back to school, then for Halloween
- There will be an update on the fridge project after the next meeting.
- Next posting for the 3-way sign will be the Community Cleanup

4: Treasurer & Community Garden John S – Absent

5: Safety Director: Heather J. - Absent

6: ECTAS Director & Business plan Anne M.

- Everything is well at ECTAS. We are adding a public skating regular time on Sundays. Open to all community members.
- There will be brief meeting for the business plan after the regular meeting tonight.



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7: The community fridge project and Jelly Bean dances: Christina was absent – Kassi reported

8: Rink coordinator: Jonathan M. - Absent

9: President's report: Shannon C.

A) Bingo and Casino: Bingo Pool Summary for May 2024

per event from (Bingo) \$1000.03 Per event from Balls/ seals \$ 1050.70

Total per event \$2050.80

New Business:

- 23 members signed up at the breakfast
- Kassi will bring back options for a sound system or new karaoke machine to use for events

Meeting was adjourned at 7:31 pm.

Next General Board Meeting: September 9th, 2024 at 7 pm

Please Sign In



DATE: July 8, 2024 – General Board Meeting
ERIN WOODS COMMUNITY ASSOCIATION

NAME	MEMBER
shannon coleman	yes
Kassi Jeffrey	yes
Anne Miller	yes
Brent Wilsson	yes
Dr Stephen Harbaw	City of Cal.
Cindy Bobb	✓
Tom MILLER	✓
Melody Ho	yes



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ERIN WOODS COMMUNITY ASSOCIATION
General Board meeting Agenda
July 8, 2024 @ 7:00 pm. (in person at hall)

Call to order

Approval of agenda

Adoption of the General meeting minutes from Monday June 10, 2024

Reports to Board and related business:

1. City NPC: Stephan Horbay: See attached report


2: 1st vice president and Fundraising & Grants Director Melody

We applied for the Energizing Spaces Grant for a new fridge for Erin Woods Eats. The CCG grant should be sent off by Monday

3: 2nd Vice President and 3 Way Sign Coordinator: Kassi

- Neighbour Day
- Stampede Breakfast
- Community Clean Up
- Kids Christmas Party
- Other Events that are being planned

4: Treasurer & Community Garden John S

The Erin Woods Garden Committee is looking for new members to participate in the planning, building, and running of the community garden that will be rebuilt at the EWCA Hall this spring once weather permits. 

5: Safety Director: Heather J. - nothing to report at this time as the City's crime stats are not ready yet for June.

6: ECTAS Director & Business plan Anne M.

Discussion on business plan

Everything is well at ECTAS. We are adding a public skating regular time on Sundays. Open to all community members.

7: The community fridge project & Jellybean dances: Christina will update in person

8: Rink coordinator: Jonathan M. - nothing to report at this time.



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9: President's report: Shannon C.

A) Bingo and Casino: Bingo Pool Summary for May 2024

per event from (Bingo) \$1000.03 Per event from Balls/ seals \$ 1050.70

Total per event \$2050.80

New Business:

Adjournment

Next: General Board Meeting: September 9th 2024 at 7 pm



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ERIN WOODS COMMUNITY ASSOCIATION
General Board Meeting Minutes
June 10, 2024

Meeting was called to order at 7:09 pm

Approval of agenda – Kassi approved Heather 2nd All approved

Adoption of the General meeting minutes from Monday, April 8th 2024 – were adopted at the AGM May 13, 2024

Reports to Board and related business:

1. Presentation from 311.

2. City NPC: Stephan Horbay

- City of Calgary water advisory is still ongoing
- Hoping to submit the draft of the Business Plan by next board meeting.

3: 1st Vice President and Fundraising & Grants Director: Melody

Grant Director report

- update on Community Fridge Grants (changeX grant progress report due end of June and Energizing spaces due June 30)
- update on Neighbour Day grant -we were awarded \$1000 for our BBQ and engagement boards
- update on CFEP grant submitted-clarification of \$\$ asked for and \$\$ ineligible for Grants (I will send Carolyn a spreadsheet to print out that breaks down the projects and eligible amounts)
- update on CCG grant process-aiming to submit by end of June with hopes to hear by end of September (12 weeks out)
- Erin Woods will move forward paying out the 25% shortfall if don't get approved for the CFEP grant

Future Grants I'd like us to consider:

- playground update projects (Calgary Parks Foundation)
- ATCO grant for energy efficiency

1st Vice President report

- Planning timeline for capital projects funded by CCG and CFEP. Will coordinate with Carolyn for the quotes.

4: 2nd Vice President and 3 Way Sign Coordinator: Kassi

- Neighbour Day is June 15, 2024



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- Stampede Breakfast is July 6, 2024.
- Community Clean Up is September 28, 2024
- Jelly Bean dances will be June 21, 2024 – so far has been successful. Next one beach theme.
- Looking for volunteers for events

5: Treasurer & Community Garden John S.:

**Vote to accept Draft Financials as presented by the Treasurer

- Anne M motioned to accept the draft audited financials as presented by the Treasurer.
Melody H. 2nd Passed.

The Erin Woods Garden Committee is looking for new members to participate in the planning, building, and running of the community garden that will be rebuilt at the EWCA Hall this spring once weather permits.

6: Safety Director – Heather J.

- There were only two crimes in the month of May
- Hilites from the conference: gun violence, sextortion and number of immigrants coming into Calgary

7: ECTAS Director & Communication Director: Anne M.

- The new ECTAS bylaws have been passed
- Anne will stay as ECTAS Director until May of 2025; which is the AGM
- Roof at the arena is finished; was ½ million project
- Next big project is to bring the loading dock up to code. Could be \$250,000 - \$500,000
- 2 of the 3 propane tanks were stolen

8: The community fridge project: the shed is scheduled to be delivered June 14. We are hoping to begin construction of everything that weekend of June 22 and 23.

9: Rink Co-ordinator: Jonathan
Nothing to report at this time

10. Ward 9 – Ariana Kippers

- The final phase of the GFL Area Plan will be in Forest Heights on June 11 and 18
- Looking for an indigenous artist to do a project
- All sport one day will take place on August 17
- Free summer programs – listed on the City of Calgary website
- Dover pop up park & play is August 18
- Many other activities: check City of Calgary website



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10: President's report: Shannon C.

A) Bingo and Casino:

Bingo Pool Summary for April 2024

Per event from (Bingo) \$2 429.65

Per event from Balls/ seals \$1 654.27

Total per event \$4 083.92

We received \$79907.30 from Casino proceeds.

New Business:

Carolyn asked to increase rental rates. \$300.00 + gst for full day rental, \$50.00/hour + gst Saturday and Sunday for 4 hours or less and \$40.00/hour + gst weekdays for 4 hours or less. Also, increase the damage deposit to \$350.00.

- John motioned to increase our full day rentals to \$300.00 + gst, increase hourly rate on Saturday and Sunday to \$50.00/hour + gst (4 hours or less), increase hourly rate on weekdays to \$40.00/hour + gst (4 hours or less) and the damage deposit to \$350.00. Effective on July 1, 2024. Heather J. – 2nd. Passed

Anne M. Membership: I will be putting forward a motion to charge \$0.00 (dollars) for a membership starting September 1 2024.

Reasons for this motion:

1. In order to increase our membership and develop a volunteer list
 2. To promote the community garden by reducing costs
 3. To be able to do a membership drive at the stampede breakfast.
- Goal is to get the community at large to become more involved with the association.

Discussion was that there would be no discount on rentals

- Kassi motions to offer free memberships to everyone starting September 1, 2024. Anne M. 2nd. Passed

Rick Ryan – Scouts: They will be holding a carnival in the park on September 14, 2024 and asked if they could use the hall on that date in case of inclement weather and use of bathrooms. Anne M. asked if Rick has had his meeting with the hall administrators yet. Until this meeting takes place there will be no discussion on use of the hall.

Meeting was adjourned at 9:23 pm.

Next: General Board Meeting:

July 8th 2024 at 7 pm



**Erin Woods Community Association
Neighbourhood Partnership Coordinator Board Report
July 2024**

Grants	
<p>Grant Opportunities – Q3 2024</p>	<p>No current grants with deadlines in Q3.</p> <p>Grants with Multiple deadlines</p> <p>Enabling Accessibility Fund Grant website: Enabling Accessibility Fund - Canada.ca Please note: Deadlines vary with component applied for.</p> <p>Canada Arts Presentation Fund Grant website: Programming: Professional Arts Festivals and Performing Arts Series Presenters – Canada Arts Presentation Fund - Canada.ca Deadline: October 15th for projects that will occur after April 1st of the following year.</p> <p>Venture for Canada Grant website: Venture For Canada</p> <p>Community Facility Enhancement Program Grant website: Community Facility Enhancement Program Alberta.ca Small Stream deadline: September 15, 2024 Large Funding Stream – is moving to a two-step process. June 15th was the deadline to submit an Expression of Interest. Invitations to complete a full application will be communicated to organizations by July 15th. The application deadline is August 30, 2024.</p> <p>Community Initiatives Program Grant website: Community Initiatives Program Alberta.ca Project Based deadline: September 15, 2024 Operating Grant Deadline: July 15, 2024 Cultural Heritage Initiatives: September 15, 2024 Please note: The CIP Operating stream application process has changed – applications are now only accepted through the secure online application portal called Front Office.</p> <p>Federated CO-OP Community Investment Fund Grant website: Community Investment Fund (fcl.crs) Deadline: September 30, 2024 Please note: Applications may be accepted throughout the year, but funding will be awarded on a quarterly basis.</p> <p>Canadian Tire Jumpstart Community Development Grant Grant website: Community Development Grants Jumpstart (canadiantire.ca)</p>



Deadline: July 12, 2024 for programs starting between September 1 and December 31, 2024

Strategic Opportunities Grant

Grant website: [Strategic Opportunity Grants | Calgary Foundation](#)

Deadline: Midnight on the 1st of each month

Amateur Sport Grant

Grant website: [Amateur Sport Grant — Parks Foundation Calgary \(parksfdn.com\)](#)

Deadline: October 1, 2024

Calgary Flames Rink Award

Grant website: [Calgary Flames Rink Award — Parks Foundation Calgary \(parksfdn.com\)](#)

Deadline: October 1, 2024

Please contact Parks Foundation staff to discuss eligibility by emailing programs@parksfdn.com

Building Communities Grant

Grant website: [Building Communities Grant — Parks Foundation Calgary \(parksfdn.com\)](#)

Deadline: October 1, 2024

Grants that accept applications on an ongoing basis

Community Support, Multiculturalism and Anti Racism - Events

Grant website: [Application Guidelines – Events component - Canada.ca](#)

Please note: Applications are accepted on an ongoing basis, but must be submitted at least 18 weeks prior to the proposed event start date.

Cultural Spaces Fund

Grant website: [Canada Cultural Spaces Fund - Canada.ca](#)

Other Initiatives Program:

Grant website: [Other Initiatives Program | Alberta.ca](#)

Please note: The Community Grants office must be contacted prior to submitting an application.

Arts and Culture Microgrant

Grant website: [Arts and Culture microgrant \(calgary.ca\)](#)

Tier 1: Funding up to \$5,000 – fully subscribed until Fall 2024

Tier 2: Funding up to \$30,000 – Apply by September 1, 2024 for initiatives taking place between December 2024 and May 2025.

Council Community Fund

Amount: up to \$500,000 for new projects or project completion.

Please note: Please contact your ward Councillor for support.

Council Innovation Fund



Amount: Variable

Please note: Please contact your ward Councillor for support.

Ward Community Event Fund

Grant website: [Ward Community Event Fund \(calgary.ca\)](http://calgary.ca)

Please note: Applications are accepted on an ongoing basis but must be submitted no less than 21 days prior to the event or initiative.

Inspiring Neighbourhood Grant

Grant website: [Inspiring Neighbourhoods Grant \(calgary.ca\)](http://calgary.ca)

ATB Sponsorships and Community Investment

Grant website: [Sponsorship Criteria & Guidelines | ATB Financial](http://calgary.ca)

Please note: Applications for \$5,000 or under must be submitted 90 days before the start of your proposed activities.

Applications for over \$5,000 must be submitted a minimum of 6 months prior to the start of your proposed activities.

CN Stronger Communities Fund

Grant website: [Donations and Sponsorships | Community | Delivering Responsibly | cn.ca](http://cn.ca)

connectFirst credit union Neighbourhood Grants

Grant website: [connectFirst - Community \(connectfirstcu.com\)](http://connectfirstcu.com)

Deadline: Applications are open until September 23, 2024

Stella Concept Drawing Grant

Grant website: [Stella Conceptual Drawing Grant — Parks Foundation Calgary \(parksfdn.com\)](http://parksfdn.com)

Stepping Stones Grant

Grant website: [Stepping Stones Grants | Calgary Foundation](http://calgaryfoundation.ca)

Embracing the Outdoors

Grant website: [Embrace the Outdoors Grant Program is Open! — Parks Foundation Calgary \(parksfdn.com\)](http://parksfdn.com)

Please note: Applications are accepted on an ongoing basis and funding is awarded on a first come, first served basis. Applications will no longer be accepted once funds are exhausted.

[REDACTED]
Project Support Program

Website: [Project Support Program — Parks Foundation Calgary \(parksfdn.com\)](http://parksfdn.com)

Provides support in kind for groups working with the Parks Foundation on a variety of projects.

Google for Nonprofit's Account

Website: [Google Grant Application Eligibility - Google for Nonprofits](http://google.com)



License of Occupation	
<p>Tree Inspection Program</p>	<p>Advisory: City Properties – Urban Forestry Tree Count & Inspection – May to August (anytime from 8am-4pm)</p> <p>Please be advised that, between May and August, City staff from Urban Forestry will be conducting tree inspections on the exterior grounds to all City facilities, including CA and SRO operated properties.</p> <p><u>SCOPE OF WORK:</u></p> <p>The tree inspection and count will be to collect data about City-owned trees at your site; specifically data regarding (1) the species of each tree, (2) trunk circumference of each tree, (3) geo-location of each tree, and (4) the health rating of each tree.</p> <p><u>TENANT IMPACTS/INVOLVEMENT:</u></p> <p>To undertake the inspection, the Urban Forestry staff will be walking the exterior grounds, going from tree to tree and collecting tree data using handheld mobile devices. They will be wearing high visibility vests and their City-ID on lanyards. If your site has a washroom in public areas, or a site office for visitor sign-in, the Urban Forestry staff may also be accessing site building(s) for those limited purposes.</p> <p><u>TENANT MITIGATION:</u></p> <p>Should you have an outdoor event planned on your site where a tree inspection may be intrusive, please contact us and we will schedule the inspection when there is no conflict with your outdoor event.</p> <p>Updates will be sent out prior to the site visit for each building.</p>
Connecting City Resources	
<p>Curbside Treasure Hunt September 7 and 8</p>	<p>Declutter and Discover! Join Us for the Citywide Treasure Hunt: A Fun Event for All Ages!</p> <p>The City is excited to announce the upcoming Curbside Treasure Hunt, taking place across Calgary on Sept 7th and 8th. This is a fantastic community event where residents can set out items they no longer need, giving others a chance to find a hidden gem.</p> <p>Event Details:</p> <ol style="list-style-type: none"> 1. Dates: Sept 7th and 8th, 2024 2. Look through your home and gather any reusable items that you no longer need. 3. Mark them with a “Free” label and place them at the curb on the designated event days.



4. Treasure hunters rejoice! Anyone can come and pick up these items for their own use – it's like a free garage sale right at your doorstep!
5. If it's still on the curb, let's keep the community tidy and donate it!

The Treasure Hunt encourages Calgarians to explore their neighborhoods, find unique items, and meet new people. It's a wonderful opportunity to strengthen our community ties and supports our goals on reducing environmental impacts by reducing waste. Participants can place items they no longer need at the curb for others to pick up, fostering a spirit of sharing and community engagement. We would greatly appreciate your help in promoting this event within your community in the month of August at the same time our campaign is in Market. Here are a few ways you can support:

1. Share event details on your website and social media platforms.
2. Include information about the Treasure Hunt in your upcoming newsletters.
3. Encourage community members to participate and explore the treasures within their neighborhoods.

Attached are some promotional content that you can use at your discretion.

Link to our YouTube video: **[Join our Curbside Treasure Hunt September 7th and 8th! \(youtube.com\)](#)**

For more information, please visit **[Declutter and Discover! Curbside Treasure Hunt! \(calgary.ca\)](#)**

Thank you for your support in making this event a success. Together, we can create a vibrant and connected community. If you have any questions or need further details, please feel free to reach out to Natalia Gonzalez (403) 268-9944 or natalia.gonzalez@calgary.ca

NPC Contact Information

Stephan Horbay

Neighbourhood Partnership Coordinator,
Recreation, Sport & Community Partnerships
The City of Calgary | Mail code: #94
C 403.804.7683. | calgary.ca
Forest Lawn Office – 3810 -17th Ave S.E.
P.O. Box 2100, Station M, Calgary, AB Canada T2P 2M5

stephan.horbay@calgary.ca

**Erin Woods Community Association
Comparative Balance Sheet**

	As at 30/06/2023	As at 30/06/2024
ASSET		
Current Assets		
Cash to be deposited	0.00	0.00
Float - Bar	300.00	300.00
Float - Petty Cash	100.00	100.00
Float - Stampede Stomp	0.00	0.00
Float - Children's Events	350.00	350.00
Float - concession	0.00	0.00
General Bank Account	0.00	0.00
TD General Account	32,301.14	9,235.15
Soccer Bank Account	0.00	0.00
Casino Bank Account	0.00	0.00
TD Casino Account	38,092.15	86,735.55
Pull Ticket Bank Account	0.00	0.00
TD Bingo Account	64,272.62	78,651.08
Total Cash	135,415.91	175,371.78
Accounts Receivable	2,661.15	1,363.95
Accounts Receivable - Restricted	1,992.64	0.00
Account receivable accrual acco...	558.44	82.63
Allowance for Doubtful Accounts	528.33	0.00
Total Receivable	5,740.56	1,446.58
Prepaid Expenses	4,683.75	4,868.75
Total Current Assets	145,840.22	181,687.11
Inventory		
Inventory	1,342.85	931.45
Total Inventory	1,342.85	931.45
Capital Assets		
Leasehold Improvements	153,298.86	162,405.56
Acc. Amort. - Leasehold Improve...	-62,027.43	-67,046.34
Office Furniture & Equipment	33,807.46	34,632.41
Accum. Amort. -Furn. & Equip.	-31,211.14	-31,895.39
Computer Equipment	6,834.47	6,834.47
Acc. Amort. - Computer Equipment	-6,201.05	-6,327.73
Outbuilding	46,619.87	46,619.87
Acc. Amort. - Outbuilding	-28,831.75	-29,721.16
Pavement	10,700.00	10,700.00
Acc. Amort. - Pavement	-9,737.36	-9,833.62
Sports Equipment	3,242.53	3,242.53
Acc. Amort. - Sports Equip.	-3,168.83	-3,183.57
Basement Renovation	32,989.02	32,989.02
Acc. Amort. - Basement Renovat...	-20,947.96	-21,550.01
Mechanical Room Renovation	45,480.68	45,480.68
Acc. Amort Mech. Room Renova...	-20,904.72	-22,133.52
Building	372,688.06	372,688.06
Acc. Amort. - Building	-111,960.34	-124,996.73
Signs	8,441.00	8,441.00
Acc. Amort. Signs	-7,596.90	-8,441.00
Total Capital Assets	411,514.47	398,904.53
TOTAL ASSET	558,697.54	581,523.09
LIABILITY		
Current Liabilities		
Accounts Payable	5,867.39	779.70
Accrued Liabilities	5,907.79	6,231.72
Vouchers Payable	1,900.00	3,040.00
Vacation payable	345.72	393.17
EI Payable	319.46	0.00
CPP Payable	659.46	0.00
Federal Income Tax Payable	150.00	0.00
Total Receiver General	1,128.92	0.00

Erin Woods Community Association
Comparative Balance Sheet

	As at 30/06/2023	As at 30/06/2024
Damage Deposit Payable	3,900.00	2,750.00
GST Charged on Sales	-688.26	1,986.66
GST Paid on Purchases	529.72	-2,601.73
GST Owing (Refund)	-158.54	-615.07
Deferred Membership Revenue	369.68	320.72
Deferred soccer fees	0.00	0.00
Total Current liabilities	<u>19,260.96</u>	<u>12,900.24</u>
Deferred Contributions		
Deferred Cash Contributions	74,622.59	21,540.06
Deferred Cash Contributions - Bi...	63,503.47	80,076.22
Deferred Cash - Hatch Project	0.00	3,500.00
Deferred Capital Contributions	132,377.70	132,757.22
Total Deferred Contributions	<u>270,503.76</u>	<u>237,873.50</u>
TOTAL LIABILITY	<u>289,764.72</u>	<u>250,773.74</u>
EQUITY		
Net Assets		
Net Assets Previous Year	-859.27	-554.19
Invested in Capital Assets	292,208.79	279,136.77
Current Earnings	-22,416.70	52,166.77
Prior period adjustments	0.00	0.00
Total Retained Earnings	<u>268,932.82</u>	<u>330,749.35</u>
TOTAL EQUITY	<u>268,932.82</u>	<u>330,749.35</u>
LIABILITIES AND EQUITY	<u><u>558,697.54</u></u>	<u><u>581,523.09</u></u>

Erin Woods Community Association
Income Statement 01/02/2024 to 30/06/2024

REVENUE

Revenues

JB Dance Income		378.05
Hall Rentals		9,065.72
Church - All Nations		3,250.00
Bar Income		1,903.11
Membership Income		95.25
Miscellaneous Revenue		2,311.50
Comm. Garden - Fundraising R...	0.00	
Comm. Garden - Interest and Ot...	0.00	
Comm. Garden - Total Revenue		0.00
Hatch (Community Fridge) project		0.00
Grant Revenue		1,000.00
Contributions from Casino Funds		79,907.30
Bingo Income		1,795.36
Total Revenue		<u>99,706.29</u>

TOTAL REVENUE 99,706.29

EXPENSE

Expenses

Vouchers Issued/Registration Cr...		4,020.00
Halloween Party		0.00
Neighbour Day Expense		1,340.57
Bar Expense		709.08
Bar Over/Short		6.93
Waste Expense		1,151.78
Hall Cleaning		723.92
Maintenance Expense		4,807.78
Telus		328.20
Enmax		3,414.75
Direct Energy		886.25
Security Expense		355.00
Toshiba		93.40
Office/Admin Expense		150.15
Bank Charges - Gen/Savings/So...		-5.50
Bank Charges - Casino/Restr. Sav.		9.90
Gifts/Volunteer Recognition/Meet...		394.99
Education and Training		320.00
Newsletter Expense		1,150.00
Legal and Accounting		3,305.66
Licences and Dues		546.74
WCB		567.60
Wages	17,598.56	
Employer's EI Expense	408.99	
Employer's CPP Expense	769.44	
Total Wages and Employer's Ex...		18,776.99
Bingo Expense		130.50
Casino Expense		2,467.22
Comm. Garden - Fundraising E...	0.00	
Comm. Garden - Bank & Squar...	0.00	
Comm. Garden - Total Expenses		0.00
Fridge - Hatch Project		1,887.61
Total Expenses		<u>47,539.52</u>

TOTAL EXPENSE 47,539.52

NET INCOME 52,166.77