



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

Erin Woods Community Association

Board Meeting Minutes – Monday, Oct 4th, 2021 @ 7:00 pm

NOTE: Proof of Vaccination or Negative Test needed to attend and MASKS must be worn at all times

Call Meeting to Order 7:03 pm

Approval of Agenda

Adoption of Sep 13, 2021 general meeting Minutes – delayed due to technical issue (carry fwd)

-Coming ASAP as Kass's computer is fixed and just needing to be picked up

Announcements: - **Nothing new**

Reports to Board and related business:

1. City NPC – Rob Dickinson – absent due to 'work from home' rules

- Nothing new, see reports

2. *President's report* – Lori L:

a) Safety Director: vote to install Joe King for remainder of term

-Kassi motioned, Anne seconded, all in favour, welcome aboard Joe!

b) YYC Food Trucks #3 on Sept 17th:

-It was well attended, despite new regulations and we are just waiting on the cheque and are also hoping to bring back everyone next year now this fundraising program has ended. Unsure if YYC FoodTrucks will do it again next year.

c) T&C redevelopment: hopeful for a community engagement plan

-There was an emergency meeting of the 12CSI Task force this morning due to the T&C Development. We are trying to make sure there is some sort of community engagement done on the part of the owners to there is community and paper trails and also to make sure everyone in the area is in the know of what's going on with the property.

d) MLA Peter Singh: asking for Hall improvements funding needs for: security cameras

- We are still looking into this, and an email was sent out in July to them

e) Community Garden: Report from Shellbie: - **rec'd \$25 in donations at 40th**

Anniversary Event; Joe King has wood from his work to donate for the Garden.

3. *1st VP / Bingo Director* – Shannon C: Hall report / Bingo report **-Unable to attend due to family emergency**

4. *2nd VP / ECTAS Director:* - Anne M: Clean-up / ECTAS report / Pathways / Bylaw ctte

-Per his earlier email, Johnathan's working on the rink crew and 2021/2022 season which is coming along nicely but he's unable to make it to meeting tonight

-The Clean Up had a few minor blips, but those aside, it went well. However, not having the usual trucks for our pick up's meant we did lose out on pay-as-you can donations, but we did get \$59 in donations from those dropping off. For 2022 we will have to look into this lining up volunteers for the pick-up program sooner.

-Also on that note, we will need to start advertising for a replacement for Clean Up Coordinator for 2022 as Anne will be stepping down from the role.

-ECTAS Report: Everything is hopefully going forward this season as long as nothing gets closed with the REP/passport program in place; a quarter of the roof does need to be replaced and they are unsure if they can do the roof and pay in advance then get reimbursed for it. The AGM is Oct 27 @ 7 in the Red boardroom

-Pathway Report: Will be connected to 34 Ave in Dover, along the east side of 36th St, north from Erin Woods Blvd; construction to begin starting in 2022/2023; this is great news we have been waiting a long time for this bike/pathway connection.

-Bylaw Ctte: (7.6 of current bylaws) Anne and John are going to talk to Howard about what is going on with being in charge of this and the possibility of someone else taking his position and then talking to Rob for help in making changes and possibly also ToddBrand, to make sure we are doing things properly.

5. Treasurer – John S: Financial report / Church Rent Vote / Pre-School Rent Vote / Electrical Quotes

-Not really where we were last year but doing a sit down with Carolyn in a week or two for the mid-year budget review.

-Church Vote: Church could choose to adopt REP to have 100% capacity, so office will remind them of this option. Board to reevaluate in their rent in January 2022, meanwhile they stay on \$400/per month + GST for Oct – Dec 2021.

-Preschool: One month no rent? -All in favour, approved

-Electrical Quotes: Ashlynn is still looking into this, Kassi has sent out an email from FCC as a possibility to help out with this for what Ashlynn is looking into as an option

6. Events Director – Ali M: Hallowe'en Party, Kids Christmas Party, etc?

-Halloween: October 30 @ 7-11 adult party, food, drinks and music on this night. Must follow COVID protocols. Donations and membership optional.

-Jelly Bean Halloween Dance: October 29-Ashlynn will do this for us unless protocols make it too risky/difficult.

-Kids Christmas Party: Dec 4th @1 pm to 3 pm with Santa and horse-drawn sleigh rides. Possible cancellation if covid #s are high; and all snacks will be prepared in advance with hot chocolate and coffee. Must follow COVID protocols. Donations and membership optional.

Adjournment 8:45 pm

Next General Meetings: Monday, November 8th, 2021 @ 7:00 p.m.

Monday, January 10th, 2022

(No meeting in December 2021)

Vaccine Records(10/4/2021)

Kassi-Yes Anne-Yes Ali-Yes

Joe-Yes Lori L-Yes John-Yes

Please Sign In



DATE: October 4, 2021 – GENERAL MEETING
ERIN WOODS COMMUNITY ASSOCIATION

NAME	MEMBER
Kassi Davidson	Yes
Ali Marshall	yes
Anne Miller	YES
John King	YES
John Stark	YES
Ron Kosoway	yes



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 - e) Community Garden: Report from Shellbie (attached)

3. *1st VP / Bingo Director* – Shannon C: Hall report / Bingo report

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5. *Treasurer* – John S: Financial report / Church Rent Vote / Pre-School Rent Vote / Electrical Quotes

6. *Events Director* – Ali M: Hallowe'en Party, Kids Christmas Party, etc?

Adjournment

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	Actual 01/02/2020 to 30/09/2020	Actual 01/02/2021 to 30/09/2021
REVENUE		
Revenues		
Registration Credit - Ref	0.00	0.00
Total Soccer Revenue	0.00	0.00
Community Clean Up	0.00	59.00
JB Dance Income	497.80	0.00
Hall Rentals	3,756.37	1,912.90
Preschool	952.38	0.00
Church - All Nations	1,300.00	3,190.55
Bar Income	1,897.82	286.92
Membership Income	152.40	323.85
Miscellaneous Revenue	13,458.72	10,075.98
Yoga Revenue	0.00	0.00
Grant Revenue	8,713.79	22,621.19
Contributions from Casino Funds	53,413.42	0.00
Bingo Income	7,275.98	3,715.37
Total Revenue	91,408.68	42,187.76
TOTAL REVENUE	91,408.68	42,187.76
EXPENSE		
Expenses		
Summer Soccer Expense	240.00	0.00
Vouchers Issued/Registration Cr...	4,050.00	1,550.00
Community Clean Up	6.00	0.00
Jelly Bean Dances	54.41	0.00
Neighbour Day Expense	0.00	0.00
Bar Expense	399.30	387.68
Bar Over/Short	-1.25	-3.25
BFI Expense	1,528.24	472.98
Hall Cleaning	373.55	164.51
Hall Rental	317.41	128.00
Maintenance Expense	24,137.59	3,826.65
Door Mat Service	26.04	0.00
Telus	862.52	757.16
Enmax	3,822.89	3,354.87
Direct Energy	771.91	1,364.71
Outdoor Rink Expense	0.00	178.26
Security Expense	815.00	743.50
TOSHIBA	19.27	97.61
Office/Admin Expense	744.42	157.61
Bank Charges - Gen/Savings/So...	9.95	0.00
Gifts/Volunteer Recognition/Meet...	95.61	0.00
Website Expense	0.00	0.00
Newsletter Expense	1,150.00	1,150.00
Legal and Accounting	2,953.00	5,911.30
Licences and Dues	714.33	509.84
WCB	0.00	365.33
Wages	18,787.44	17,753.67
Employer's EI Expense	405.73	386.04
Employer's CPP Expense	621.24	568.29
Total Wages and Employer's Ex...	19,814.41	18,708.00
Bingo Expense	148.00	207.86
Casino Expense	2,284.00	0.00
Yoga expense	0.00	0.00
Miscellaneous	0.00	544.04
Total Expenses	65,336.60	40,576.66
TOTAL EXPENSE	65,336.60	40,576.66

Erin Woods Community Association
Comparative Income Statement

	Actual 01/02/2020 to 30/09/2020	Actual 01/02/2021 to 30/09/2021
NET INCOME	<u>26,072.08</u>	<u>1,611.10</u>

Erin Woods Community Association
Balance Sheet As at 30/09/2021

ASSET

Current Assets

Float - Bar	300.00	
Float - Petty Cash	200.00	
Float - Stampede Stomp	0.00	
Float - Children's Events	350.00	
Float - concession	0.00	
General Bank Account	0.00	
TD General Account	27,256.76	
Soccer Bank Account	0.00	
Casino Bank Account	0.00	
Old Casino Account	13.08	
TD Casino Account	22,651.58	
Pull Ticket Bank Account	0.00	
TD Bingo Account	40,885.64	
Total Cash		91,657.06
Accounts Receivable	7,799.36	
Accounts Receivable - Restricted	0.00	
Account receivable accrual acco...	0.00	
Total Receivable		7,799.36
Prepaid Expenses		4,437.08
Total Current Assets		103,893.50

Inventory

Inventory	2,226.43	
Total Inventory		2,226.43

Capital Assets

Leasehold Improvements	151,542.51	
Acc. Amort. - Leasehold Improve...	-52,167.08	
Office Furniture & Equipment	33,807.46	
Accum. Amort. -Furn. & Equip.	-29,750.71	
Computer Equipment	6,834.47	
Acc. Amort. - Computer Equipment	-5,844.76	
Outbuilding	46,619.87	
Acc. Amort. - Outbuilding	-26,910.04	
Pavement	10,700.00	
Acc. Amort. - Pavement	-9,511.56	
Sports Equipment	3,242.53	
Acc. Amort. - Sports Equip.	-3,127.37	
Basement Renovation	32,989.02	
Acc. Amort. - Basement Renovat...	-19,647.12	
Mechanical Room Renovation	45,480.68	
Acc. Amort Mech. Room Renova...	-18,249.70	
Building	372,688.06	
Acc. Amort. - Building	-83,793.08	
Signs	8,441.00	
Acc. Amort. Signs	-5,908.70	
Total Capital Assets		457,435.48

TOTAL ASSET

563,555.41

LIABILITY

Current Liabilities

Accounts Payable	279.86	
Accrued Liabilities	5,755.42	
Vouchers Payable	3,590.00	
Vacation payable	429.98	
El Payable	249.38	
CPP Payable	446.22	
Federal Income Tax Payable	230.88	
Total Receiver General		926.48
Damage Deposit Payable		1,900.00

**Erin Woods Community Association
Balance Sheet As at 30/09/2021**

GST Charged on Sales	268.48	
GST Paid on Purchases	88.97	
		357.45
GST Owing (Refund)		101.15
Deferred Membership Revenue		0.00
Deferred soccer fees		
Total Current Liabilities		13,340.34
Deferred Contributions		
Deferred Cash Contributions		35,368.69
Deferred Cash Contributions - Bi...		39,622.52
Deferred Capital Contributions		151,439.42
Total Deferred Contributions		226,430.63
TOTAL LIABILITY		239,770.97
EQUITY		
Net Assets		
Net Assets Previous Year		850.48
Invested in Capital Assets		321,322.86
Current Earnings		1,611.10
Prior period adjustments		0.00
Total Retained Earnings		323,784.44
TOTAL EQUITY		323,784.44
LIABILITIES AND EQUITY		563,555.41



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

October 2021

Priority Items	
Board Orientation	NPC can work with EWCA to schedule a board orientation
COVID-19 Relief Funds	<p>Applications for Q3, 2021 COVID-19 Relief Funding open on Monday, October 4th, 2021</p> <p>Details related to submission of Q3 applications was sent to the office email: erinwood@telus.net on September 29, 2021</p>
Community Garden	NPC will support this initiative wherever possible
Covid - 19	https://www.alberta.ca/coronavirus-info-for-albertans.aspx
Organizational Development	
Financial Management	
Grants	
Energizing Spaces Fund	<p><u>Energizing Spaces Fund - Federation of Calgary Communities</u> Deadline: Nov 7, 2021</p> <p><u>Appliances</u> Apply to replace your old worn out electrical appliances. Pictures are worth a thousand words... so show us how old and gross they are! Our judges also like to know why these are important to your space. Applicants can apply for any number of appliances up to a maximum of \$10,000.</p> <p><u>Rink and Safety Lighting</u> Apply for up to \$10,000 to replace your outdoor lighting. Rink lights, outdoor lights on the building's exterior and parking lot lights will be considered.</p>
Active Transportation Fund – Opening Soon	<p><u>Infrastructure Canada - Canada's First National Active Transportation Strategy</u></p> <p>What types of projects does the ATF support? Funding is available for planning and design projects, as well as capital projects.</p> <p>Planning Projects Grants of up to \$50,000 are available for successful applicants who wish to undertake planning, design or stakeholder engagement activities. Funding can cover up to 100% of eligible costs.</p> <p>Capital Projects</p>



	<p>Contributions are available for capital projects that build new or enhance existing active transportation infrastructure, or which provide ancillary features and facilities that promote active transportation or enhance user safety and security.</p> <p>Please refer to the Applicant Guide for full details on the ATF, including information on eligible recipients, funding amounts and eligible costs.</p>
<p>AGLC – Use of Proceeds</p>	<p>AGLC related information can be found here: https://aglc.ca/covid-19</p>
<p>License of Occupation Connecting City Resources</p>	
<p>Social Isolation Awareness</p>	<p>Age-Friendly Calgary and community partners have launched a Social Isolation Awareness Campaign with opportunities to get involved throughout the year. #Stayconnected promotes awareness and support of older adults who may be socially isolated. The campaign helps to educate Calgarians about the impacts of social isolation on older adults, and facilitates connections by providing resources and ideas to those who want to get involved. It also promotes how we can all play a role in making meaningful social connections, whether it's you, a neighbour, a friend, or a family member who is at risk of social isolation.</p> <p>As we move into Fall, we want to reignite the campaign with a focus on returning to regular routines and celebrating International Day of Older Persons on October 1st. Here are a few links that share ideas for celebrating seniors:</p> <ul style="list-style-type: none"> • Celebrate and Support Alberta Seniors - Tip Sheet • https://www.un.org/en/observances/older-persons-day <p>Here are some helpful links that you can use to amplify the campaign:</p> <ul style="list-style-type: none"> • Check out the campaign Calgary.ca/stayconnected, especially How to Get Involved and the Partners Campaign tool kit • Attend an Event or explore Things to Do and invite someone else to attend too. • Like, Follow, and Share the #Stayconnected Facebook page https://www.facebook.com/stayingconnectednevergetsold • Share your plans for connecting with older adults on International Day of the Older Person (Friday, October 1) using the hashtags #stayconnected, #yycseniors, #agefriendlyyyc <p>Please contact agefriendly@calgary.ca if you want to get involved in planning for the fall.</p>
<p>Calgary COVID-19 Community Food Map – Google My Maps</p>	<p>A sharable google map has been developed to help Calgarians find access to the following food-related topics: No Cost Food Hampers and Baskets, Community Food Pantries, Food Bank Referrals, Good Food Box Pick Up Locations, Fresh Routes Mobile Market, Free and Low Cost Meals, Baby Supplies, Grocery Delivery Services and Free Bagged Lunches for Kids and Youth.</p>



Public Relations	
Programming	
Calgary Recreation Programs 2021	See attached Calgary Recreation Program Request Form for more information. If interested, complete the request form and send to Joleen Teske at Joleen.Teske@calgary.ca
Facility Maintenance & Capital Construction	
CCG Turnaround Reminder	<p>If your CA plans to submit a Capital Conservation Grant (CCG) in the near future, please note that all applications received in December will have an 8-10 week turnaround (as opposed to the standard 6-8 weeks).</p> <p>In addition, all applications received in December will count towards the following year's annual funding maximum (if approved). For example, if you submit an application in December 2021, any funds approved will count towards your 2022 annual funding maximum.</p> <p>Reimbursement requests for open CCG applications will still be accepted during the entire month of December but, if possible, please try to submit them prior to December 15th.</p>
Letters of Municipal Opinion	Please note that it is a requirement to receive 'Support in Principle' for capital projects (if applicable, over 50K or DP required as per Lease/LOC agreement) PRIOR to the City of Calgary providing letters of Municipal Opinion (CFEP or otherwise). Please make sure to discuss any projects within your Lease/LOC as far in advance as possible with your NPC.
Other	
Federation of Calgary Communities Workshops	<p><u>PIP (Elective Course)</u> – Saturday, October 9</p> <p><u>Board Basics 201</u> – Wednesday, October 13</p> <p><u>Table Talk – Designing Inclusive Community Engagement</u> – Thursday, October 14</p> <p><u>Orientation to the Planning Process (OPP)</u> – Wednesday, October 20</p> <p><u>Community Learning Workshop</u> – Saturday, October 23</p> <p><u>Demystifying Financial Statements</u> – Tuesday, October 26</p> <p><u>Lunch n' Learn: Planning Hierarchy</u> – Thursday, October 28</p> <p>To register and view all online/virtual workshops and sessions visit calgarycommunities.com/our-events/</p>
Government of Alberta – Community Development – Workshops & Trainings	<p>Grant Writing 101 – Tuesday, October 5</p> <p>Board Development: Understanding your Legal Landscape – Wednesday, October 6</p> <p>Board Development: Roles & Responsibilities – Wednesday, October 13</p> <p>Board Development: Legal Responsibilities – Wednesday, October 20</p> <p>Grant Writing 101 – Thursday, October 21</p> <p>Cybersecurity: What's the Board's Role? – Tuesday, October 26</p> <p>Board Development: Organizational Purpose & Planning – Wednesday, October 27</p>



The Role of the Board Chair – Thursday, October 28

For more information or to register visit: [Government of Alberta - Community Development Unit Events](#) | [Eventbrite](#)

Email contact is: communitydevelopment@gov.ab.ca or call 310-0000 then dial 780-963-2281.

NPC Contact Information

Robert Dickinson
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