



2019 Annual General Meeting

May 8, 2019

Remington YMCA

Welcome



Welcome



- Opening Comments
- Welcome Guests
- How the evening will proceed
- House keeping items

Federation of Calgary Communities



Welcome

Rebecca Dakin

Communications & Community Relations Specialist

Procedural Items

- Verify Quorum
- Call Meeting to Order
- Adopt Agenda
- Adopt Minutes from the 2018 AGM

Introduction of the 2018 Board of Directors



Ken Rossi	President
Jason Doering	Vice President
Doug Edwards	Treasurer
Renee Gallant	Secretary
Heather Davis	Director
Andria Marin	Director
Darrin Gallant	Director
MacNeil Cornez	Director
Lauren Philie	Director
Ruth Nickel	Director
Andre Roberge	Past President

2019 - Proposed Candidates Board of Directors



Ken Rossi	President
Jason Doering	Vice President
Doug Edwards	Treasurer
Renee Gallant	Secretary
Heather Davis	Director
Darrin Gallant	Director
MacNeil Cornez	Director
Ruth Nickel	Director

Election of Board of Directors



Motion: I move that we accept the following individuals (read list of Directors) to serve as Directors of the Douglas Quarry Community Association, until the next Annual General Meeting

Treasurer's Report

Treasurer's Report



DouglasQuarry Community Association 2018 General Account as of Dec 31st, 2018			DouglasQuarry Community Association 2018 Casino Account as of Dec 31st, 2018		
	Budget	Actual		Budget	Actual
Memberships	\$ 9,500	\$ 10,520	Casino Balance	\$104,648	\$104,648
Newsletter	\$ 350	\$ 53			
Trico Community Support	\$ 1,000	\$ 1,264			
Donations	\$ -	\$ 2,500			
Total Income	\$ 10,850	\$ 14,337	Total Available	\$104,648	\$104,648
Membership	\$ 250	\$ 812	Enmax	\$4,000	\$4,674
Fees/Audit	\$ 4,900	\$ 4,819	Rink Maintenance	\$1,200	\$92
LOC Fees	\$ -	\$ 140	Insurance	\$1,845	\$0 Paid Dec '17 and Jan '19
Insurance Deductible			Rink Shack/Garage	\$90,000	\$14,248
Storage	\$ 1,200	\$ 1,375	C CAN	\$2,100	\$4,409
Courier/post/Off supplies	\$ 600	\$ 796	New Cheques		\$136
AGM	\$ 300	\$ -			
Website	\$ 1,560	\$ 1,087			
Bank Fees/Cheques	\$ 240	\$ 194	New Cheques		
BBQ/Run	\$ 2,500	\$ 2,828			
Skate Park	\$ 900	\$ -			
Total Expenses	\$ 12,450	\$ 12,051	Total Expenses	\$99,145	\$23,559
Net Loss	-\$ 1,600	\$ 2,286	Casino Balance	\$5,503	\$81,089
Open		\$ 83,473			
Gain		\$ 2,286			
Close		\$ 85,759			
Soccer		\$ 16,786			

Treasurer's Report



Motion 1:

I move to accept the financial statements for the Douglas Quarry Community Association for the fiscal year ending December 2018 as presented by the board.

Treasurer's Report



Motion 2:

"I move that the DouglasQuarry Community Association appoint an auditor engaged through the Federation of Calgary Communities for the fiscal yearend December 2019."

Bylaw Amendments



Special resolution:

Whereas it has been identified that the bylaws of the DouglasQuarry Community Association require certain corrections, changes and updates be made; and

Whereas the Board of Directors have undertaken a review of the bylaws and made certain changes to better reflect current practices and to address any errors or omissions; and

Whereas previous amendments to the bylaws have been made but are currently not reflected in the official version of the association's bylaws. These previous amendments will now be incorporated into a single document setting out the bylaws of the association; therefore

Resolution:

Resolved That, the members of the DouglasQuarry Community Association adopt the updated bylaws as presented here at the 2018 Annual general meeting.

President's Report

What we set out to do in 2018

- Review board structure, recruiting, work loads ✓
- Prepare a Business Plan ✓
- Stay in touch with the community ✓
- Get a new rink shack in Douglasdale Built ✗

President's Report



Board of Directors

- Successful recruiting efforts – added three new directors in 2018
- Board Structure Re-organization: Committees created and board members assigned as committee chairs or committee members
- Committee mandates defined
- Continue to look for volunteers to act as committee members, not necessarily Board members

President's Report – Board Structure



Executive

Ken Rossi - President
Jason Doering - VP
Doug Edwards - Treasurer
Renee Gallant - Secretary

Finance

Doug - Chair
Ken
Jason

Events

Heather- Chair
Ruth
ANdria

Membership and Communication

Darrin - Chair
Lauren

Infrastructure

Mac - Chair
Jason
Renee

Civic and Community Relations

Lauren - Chair
Ken

Enhanced Landscape Maintenance

Jason - Chair
Mac
Heather

Community Garden

Brian - Chair
Ken

President's Report- Business Plan

- Identified need to create DQCA business plan
- Prepared a 5 year strategic planning document to guide the board and its committees
- Business plan broken out into the following categories
 - Programs and Services
 - Our People
 - Marketing and Communications
 - Facilities
 - Finances
- Provides strategic direction for how to direct and prioritize human and financial resources over the next 5 yrs.

President's Report - Business Plan



Infrastructure

- Review the lifecycle plans that are in place, and determine if any milestones are approaching or actions are required
- Develop a detailed infrastructure inventory outlining what we own, the specification, dimensions and technical details of the infrastructure, including photographs
- Ensure that all infrastructure is adequately insured
- Build a new skate shack and garage at the Douglasdale hockey rink

President's Report - Business Plan

Membership and Communication Committee

- Increase Membership
- Increase revenue derived from Membership sales
- Raise the awareness, enhance the perceived value of a DQCA membership

President's Report - Business Plan

Events

- providing community events such as an Annual BBQ & Fun Run, winter skating party, and other social events.
- Look for new opportunities to participate or host sponsored or co-sponsored events if appropriate, and if the level of volunteers is adequate.

President's Report - Business Plan

Finance

- strives to operate on a break even basis, and in most years achieve either a small surplus or deficit
- Continually review and adopt best practices for financial and internal controls, as required.
- Create a checklist of key functions and activities of the Treasurer, and develop a list of all bank accounts, reoccurring monthly payments, and key contacts associated with our financial activities.

President's Report - Business Plan

Infrastructure

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Events Report

- Successfully ran 2 events in 2018 and will run the same events in 2019

2019 Events		
Date	Event	Location
September 2019	Family Fun Run	Douglasglen
December, 2019	Family Skate	Douglasdale Rink

Casino January 2019

- Held another successful casino in January 2019
- Excellent volunteer participation
- Expect to raise approx. \$65,000



Douglas Glen Enhanced Landscape Maintenance Program



- The DQCA is responsible for the Douglas Glen enhanced landscape maintenance program
- The program is funded through an annual “Special Tax” collected and managed by the City of Calgary
- For 2019 the Special Tax is \$59.13 per household
- To Program includes landscape maintenance services incremental to the basic City services such as:
 - Comprehensive spring and fall cleanup
 - More frequent mowing and trimming of turf in all green spaces and along pathways
 - Flower pot planting and maintenance
 - Flower and shrub bed planting and maintenance
 - Landscape projects and landscape materials
 - Litter control

Douglas Glen Enhanced Landscape Maintenance Program

- In 2018 we rebuilt the flower beds around the community mailbox structures and purchased new concrete planter boxes that are placed along Douglas Glen Boulevard
- The Program does not include snow clearing on pathways
 - Original scope of the Program did not include snow clearing
 - City requires a petition with approval of 2/3 of residents to add snow clearing to the Program scope
 - The DQCA will initiate the petition during the summer of 2019 – volunteers required and welcome!
 - Snow clearing would add approximately \$5 per household per year

Douglas Glen Enhanced Landscape Maintenance Program

- The City and Parks provide the following services that are not included in the Program
 - Trash collection from garbage cans along paths and in parks
 - Tree trimming, removal, and installation
 - Pesticide and herbicide applications
 - Any maintenance in a natural vegetation area
 - Mulch for flower beds
 - Road and sidewalk maintenance
 - Replacement and repair of pathway and street lights (ENMAX)
- For any of these services, please call 311
- *Resident input and suggestions on the Program are always welcome as are volunteers!*

Rink Shack Project Update – NCI Construction



Civic Officials - Update



- City of Calgary Neighborhood Partnership Coordinator – **Lisa Pichurski**
- Calgary Police Service – **Const. Craig Kam**
- Representing Ward 14, we have Councilor **Peter Demong** and **Community Assistant - Devin Elkin**
- Representing Ward 12, we have Councilor **Shane Keating** and **Community Liaison Meghan Oliver**
- Representing the new riding of Calgary Peigan: **Tanya Fir**
- Representing the Federal Riding of Calgary Shepard is **Tom Kmiec**

New Business



Is there any new business to bring forward?