

Dunmore Community Association Board of Directors Meeting Minutes

November 12, 2020

Rusty's Bar & Grill

Present: Jody Phillips, Nicole Johnson, Shevaun Perrault, Donna Basso, Scott Plouffe, Angela Adby, Jenna Riess, Amy Edmonstone,

Meeting called to order by Shevaun at 6:35pm

New Business:

Dunmore Festival of Lights – donation request

BMX Track Poll Results

Email Address for DCA

AGM

Review of Previous Agenda and Minutes:

Motion: Nicole made motion to accept the agenda

2nd by Donna – passed

Motion: Nicole made motion to accept the previous minutes

2nd by Donna - passed

Treasurer's Report:

Nicole reported current balance of \$39,404.38 (October Statement)

Read statement - \$65 reimbursement cheque went through, plus 3 utility payments. Nicole collected addresses from Directors for the Annual Returns. She is currently working on the societal returns. The Cypress County grant application is due mid-March/21, and she will e-mail the County to get a copy of the previous application and response. Plans to have the last 3 years of returns prepared for the upcoming AGM to be approved.

Motion: Nicole made motion to accept the Treasurer's Report

2nd by Jenna - passed

New Business:

Festival of Lights – Presented by Nicole:

Della Burkitt has requested a donation of \$100.00 from the Association to serve as a prize for the Festival of lights. The festival encourages community involvement and awards prizes for Christmas decorations on the exterior of people's homes. Nicole will communicate our approval to Della and arrange for the cheque to be supplied.

Motion: Nicole made motion to approve the donation request

2nd by Jenna - passed

BMX Poll – Presented by Jenna:

Facebook poll was a success with parents indicating 100 kids would make use of a BMX park. Shevaun suggested that we discuss the possibility of doing 2 parks, one on each side of Dunmore with differing levels of difficulty (phased in over time, starting on West side). Further discussion tabled.

Email Address for DCA – Presented by Nicole:

Current forms and documents require an e-mail address which we do not currently have. Nicole suggests a gmail account with access being given to the Executive members to manage. Address will be created based on available user names, Nicole to advise final address at next meeting.

Motion: Shevaun made motion to approve creation of DCA e-mail

2nd by Jenna – passed

AGM – Presented by Jody:

We are required to hold our AGM on or before January 31, 2021. There will be multiple housekeeping items on the agenda, from approving societal returns, to a special resolution regarding by-law adoption, and another approving staggered terms for Directors. Nicole noticed our fiscal year does not coincide with the date of the returns historically, and she will find out if we can change our fiscal year and what is involved if necessary. AGM date set for January 13, 2021.

Old Business:

Kelly Kambeitz:

Scott reported that he has been in contact with Kelly and confirmed verbally that he will receive the groundskeeping contract for the 2021 season. Nicole will confirm that he was not paid (in full or in part) for the current season (2020), and will then issue payment.

Motion: Shevaun made motion to approve payment of \$6000 to Kelly Kambeitz for the 2020 season

2nd by Scott – passed

Bylaws:

Jody and Donna reported that the existing Bylaws will not be edited, but rather replaced completely by another document. The existing format is entirely outdated and the content is not fully in line with recommendations by “Drafting & Revising Bylaws for Not-For-Profit Organizations in Alberta.” A boundary map was created in concert with LesleyAnn Collins at Cypress County and distributed for review. We still need to find out if 1) the DCA falls under the authority of a Cypress County Landholder Agreement (or other governing authority), 2) if/where the Seal of the Association is, 3) Objectives of the Association need to be created, 4) Insurance (what is covered).

Jody gave official 30-day notice that a Special Resolution will be introduced at the January 13/21 AGM to adopt the new Bylaws. Electronic copies will be sent to Directors prior to the meeting to be reviewed, and any changes need to be submitted prior to the AGM.

Jody also gave official 30-day notice that a Special Resolution will be introduced at the January 13/21 AGM to stagger the terms of the Directors.

Eagleridge Sign:

Discussion tabled until next meeting

Dunmore Skating Rink:

Angela brought up discussion about the skating rink and who is maintaining it. FB discussion as opened where Mike Morris and Rick Hurley were identified as the volunteers that have been doing it for a few years. No-one is sure what equipment or supplies may be needed, but there was unanimous agreement to supply what is necessary. Scott to act as liaison with these men.

Motion by Amy to approve purchases up to \$1000 prior to the AGM if necessary specifically for maintenance on the rink. Scott to provide oversight for spending and will submit receipts to Nicole for reimbursement.

2nd by Jody – passed

Next meeting: AGM January 13, 6:30 at Rusty’s Bar & Grill (No December Meeting)

Adjourned by Shevaun at 7:58 pm