

# Langdon Community Association



Langdon Community Association  
Box 134  
Langdon, AB T0J 1X0  
www.goodlucktown.ca

LCA Meeting – January 15, 2017  
Location: Field House  
Time: 6:30 pm

## In Attendance:

**Chrissy Craig - Grants**  
**Jessica Smythe - Events**  
**Scott Pike – Sports**  
**Shaunna Dashney – Treasurer**  
**Tanya Creamer – Vice President**  
**Renee Durieux – Beautification**  
**Nicole Porquet-Seitz – Secretary**  
**Kristina Shields – Field House Director**  
**Directors-At-Large: Sarah Reuangrith**  
**Members-at-Large: Corrie Carrobourg, PCN Community Development**

Meeting called to order at 6:40 pm

### **1. Approval of Agenda:**

- a. Motion: to Approve the Agenda: Jessica and Chrissy

### **2. Approval of Minutes:**

- a. Motion: to Approve the Minutes from November 21, 2016: Tanya and Chrissy

### **3. Treasurer Report:**

- a. Fiscal year end – end of January so please submit all receipts for last year very soon
- b. New budget ideas – email ideas for future projects and estimate funds before next meeting so budget can be discussed at Feb meeting. **Shaunna to email copy of last year's budget**

### **4. Fieldhouse:**

- a. Garage update – Permits with Rocky View County and are preapproved just awaiting second and final approvals and then contract bids to go out
- b. Internet- Andrew and Chrissy working on, potential Axia service (ongoing)
- c. Life cycle planning – continues in progress
- d. Rental contract and fees – Kristina has revamped and improved rental contract agreement with better liability. Also proposed rental fee increases as operating cost estimated at \$12/hour. This

means continuous daytime rental fees need to increase to cover our utility costs although noted this fee has increased from \$5 to \$10 to \$12 over past 2 years. Proposal to increase to \$15/hour this year and up to \$20/hour 2018 for continuous weekly rental for profit companies. All new contracts to start at \$15/hour rental. Weekend rental rate amended to \$50/hour as this is the current rate not \$30/hour. Need hourly rate for one time rentals that can be charged per hour up to 3 hours as currently only a rate for 1-4 hours. Discussed and decided single event rate members \$50/hour and non-members \$60/hour. **Kristina to make above adjustments and email to board to review before next meeting. Tanya and Shaunna to make spreadsheet of current renters, charges and profits and bring to next meeting then vote on all rental contract changes.**

**5. Grants:**

- a. Approved operational costs for 80% snow removal, 100% playground maintenance and electricity to rink (~\$14000). Approved program funding for movie license and beautification (~\$4000). LCA partnered with LSA with approved funding for baseball shale and operational budget for ~\$14000. LCA partnered with LRC with approved funding for security system at outdoor rink for ~\$8000. Chrissy to meeting with county to discuss privacy rules involving security system.
- b. Next grants – due in March which we need to apply for life cycle planning costs

**6. Communication / Newsletter: none**

**7. Sports:**

- a. Second rink – next year
- b. Rink rental – no reasonable to charge rental until rink can be better maintained
- c. Boulder Creek rink – Tanya assisted Boulder Creek residence to build outdoor rink with LCA supplies. Residence are maintaining rink but no pucks as per developers whom still own land

**8. Park: none**

**9. Membership: none**

**10. Website:**

- a. Once discussed and updated rental rates and mission statement to be added. **Tanya to send current rates to Jason to be added now**

**11. Beautification / Community Garden:**

- a. Langdon sign – budget for trees and renovations have been approved! Concerns with frequency and access to water post renovations. Additional volunteers will be needed for watering to establish newly planted trees (subcommittee?). **Renee to bring water access plan and budget to next meeting**

**12. Langdon Days:**

- a. Committees – still needing following roles filled by LCA board members – LCA float (Renee volunteered), Car Show (**Chrissy** to speak with Chamber of Commerce about joint organization of this event), Children's festival (role is to organize volunteers for bouncy castle and book other entertainment) remains unfilled after meeting so contact Chrissy if interested
- b. Budget – Chrissy presented Langdon Days 2017 budget with increases of \$3000 to account for carbon tax. No fireworks unless sponsorship which we are hopefully to get more of this year as letter have already been sent out. Increased contingency fund to create a total budget of \$40000 with estimated profit of \$20660.00.  
Motion to approve Langdon Days 2017 budget of \$40000 made by Chrissy and seconded by Tanya. All were in favour so motion passed

**13. Events:**

- a. Movie Night – Feb 11<sup>th</sup> triple header movie including ladies night \$5 tickets sold prior to event for crowd control and this includes one drink. Volunteers will be needed for evening movie
- b. Paint Night upcoming soon

**14. AGM:**

- a. Positions – Attendees at meeting confirming the following openings for upcoming AGM

Vice President and Treasury. **Nicole to email absentees from meeting to confirm their intentions and report at Alberta Culture follow up meeting next week**

- b. Advertising – Immediately to post on Facebook, website and sign of AGM date. Once available positions confirmed and discussed at Alberta Culture meeting next week than available positions to be posted on Facebook and website. **Nicole to email Jason and Heather to post AGM**

**15. Other:**

- a. Office 365 – Chrissy presented free for non-profits online computer program/cloud storage where all LCA documents can be stored and shared. Also comes with emails with lots of storage. Tanya notes Rocky View County has lifetime license for Microsoft Office for \$13 so treasurer could use for full Office access. **Tanya to connect with Shaunna (treasurer) with full information. Chrissy to start with not for profit application process and bring full details to next meeting.**
- b. Fire department Request – Each year they host Christmas potluck and due to increased volunteers they are no longer able to host in their own building. Tanya requests on behalf of Chief Carl Wenstrom and the fire department a free of charge rental for 3 hours annually on the third Thursday of December. Unofficially approved but **Tanya to complete not for profit rental form and bring to next meeting for official vote. Kristina to block off in rental calendar.**

**16. Adjourned:**

- a. Meeting Adjourned @ 810pm

**Next Meeting: January 22, 2017 @ 700pm Field House**

**February 12, 2017 @ 630 pm Field House**

**AGM – March 2, 2017 @ 700 pm Field House**

Action Item	In Charge	Initiated	Target	Completed
Insurance Appraisal of Fieldhouse	Kristina			Post renovation
Deadline for Newsletter Submissions	Heather	Ongoing	Jan 31	ongoing
FH Garage Expansion pending planning department recommendations.	Chrissy	March 2015		
Grant Approvals & Preparation	Chrissy	ongoing	Ongoing	
Telephone and Internet hook up	Jason/Andrew/Chrissy	October 2015	August 2016 with renovation	Post renovation Jason getting quotes
Get Insurance Confirmation from Renters	Kristina	October 2015	November 2015	To get with new contracts
Life Cycle Plan	Board of Directors	January 2016		Discuss post renovation