



Langdon Community Association



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

Langdon Community Association – Annual General Meeting

March 11, 2018

7:00 pm – Langdon Fieldhouse

Meeting called to order at 7:09pm.

1. Introduction of Board – Chrissy Craig addressed the attendees with a welcome and an introduction of the attending members of the board: Chrissy Craig- Vice Chair, Funds Development Lead, Langdon Days Lead; Crystal Upstone - Treasurer; Nicole Porquet-Seitz - Secretary; Corrie Carrobourg – Director at Large; Jessica Smythe – Events; Renee Durieux – Beautification Lead, Scott Pike – Recreation Lead **Absent members** were: Jason Walker, Ken Herman – Director at Large
 - a) Approval of Agenda: Renee and Jessica
 - b) Approval of Minutes from March 2, 2017 AGM: Jessica and Chrissy
2. Chair Report – LCA was busy this year completing projects that included : Outdoor rink gates for both Zamboni use and to meet license requirements for Langdon Days, garage building, security camera installation at outdoor rink and in skate shacks which resulted in no vandalism and people being able to use them. We also kept busy organizing many community events including: Langdon Days, Fire & Ice Casino night and Christmas carnival.
3. Treasurer's Report – Chrissy presented the 2017-2018 Langdon Community Association Profits & Loss. We had a net income of \$13791.69. The 2017-2018 operational budget was presented with expected revenue \$69400 and expected expenses \$66200 for a surplus \$3200. This account is intended to cover all the day-to-day operating expenses of the fieldhouse and should be paid by revenue from rentals of facility. The 2017-2018 capital budget was presented with expected revenue \$167000 and expected expenses \$127700 for

a surplus \$39300. This account is intended to cover projects and event expenses and is funded by grants and fundraising. **2017-2018 Operational and Capital Budgets approved.**

4. Grants - The capital budget includes new projects funded in part by grants – additional security cameras, new tables and chairs for field house, landscaping by garage and new bingo event.
5. Collaboration – Chrissy spoke to the LCA collaboration with other service groups such as Langdon Community Collaboartive, Community Garden, Langdon Recreation Committee, Langdon Softball Association, Bow North Recreation, Bow Valley Ag Society, Bow North Community Facility Board, and the Langdon O.K. Seniors Club which has provided us with a bigger scope of the community’s needs and developing common intiatives towards community improvements and directives. We have also offered to provide support via free use of the facility for fundraisers and volunteers. Specific collaborations this past year include with LSA in support of new quad ball diamond construction and Bow Valley Ag Society to run Fire & Ice Casino fundraiser for the firefighters and the outdoor rink.
6. Bylaw Amendments - Proposed bylaw amendments were discussed by Nicole Porquet-Seitz. Corrie had presented several amendments which were discussed and changes made to bylaws. Corrie motioned to accept new bylaw with amendments and motion passed. Note that many of the recommended amendments came from a committee meeting with an expert in not-for-profit documentation.

7. Board Positions

Position	Name	Description	Approx hours/week	Status
Past Chair	vacant	The immediate past chair will assist the board of directors in an advisory capacity, but will be without a vote on matters applying to board of directors	< 1	CLOSED
Chair		<ul style="list-style-type: none"> • They are the primary spokesperson of the association. • They fulfill a coordinating, motivating, and mediating role with the association’s board of directors, committees or any other groups within the association. • They must be a member of at least three committees within the association. • They will chair all meetings. 	2-6	OPEN – to be voted at first board meeting

Vice Chair	Chrissy Craig	<ul style="list-style-type: none"> • They will assist the chair and perform duties of the chair in their absence • They are a member of at least two committees within the association 	2-6	CLOSED
Treasurer	Crystal Upstone	<ul style="list-style-type: none"> • They are responsible for all financial transactions, financial accounts, budgets, audits procedures and reporting of same to board of directors 	2-6	CLOSED
Secretary	Re-elected Nicole Porquet-Seitz	<ul style="list-style-type: none"> • They are responsible for recording and maintaining minutes for all board of directors, annual, and general meetings. • Documenting of pertinent association business, correspondence, and implementing "DUE NOTICE" proceedings • Responsible for corporate seal 	1-5	CLOSED
Communications Director	Voted In – Jason Walker	<ul style="list-style-type: none"> • Responsible to oversee any communications with the community • Chair of communications committee to oversee subcommittees including but not limited to: website, photographer, social media, press releases, newsletter, sign, event flyers and emails 	1-15	CLOSED
Langdon Days Director	Voted in – Carissa Glesby	Responsible to oversee the planning of the annual Langdon Days event and chair of Langdon Days committee	1-15+	CLOSED
Events Director	No candidate	<ul style="list-style-type: none"> • Responsible to create and/or organize events on behalf of the community association including creating a budget, overseeing/planning events, advertising events and providing feedback after the events • Chair of events committee to oversee event volunteers 	1-15+	OPEN
Fund Development Director	Chrissy Craig	<ul style="list-style-type: none"> • Responsible to seek and apply for grants, fundraising, sponsorship, and marketing to create funds for the association • Chair of the fund development committee to oversee subcommittees including but not limited to: casino coordinator 	2-6	CLOSED OPEN FOR 1 YEAR

				APPRENTICE
Recreation Director	Re-elected Scott Pike	<ul style="list-style-type: none"> • Responsible to liaise between association and community sports programs • Responsible for operating and maintaining skate park, playground, rink, ball diamonds, volley ball court, horse shoe pit • Chair of the recreation committee to oversee volunteers 	2-6+	CLOSED
Beautification Director	Re-elected Renee Durieux	<ul style="list-style-type: none"> • Responsible for coordinating community planter program and flower beds including watering, purchasing plants and maintenance • Ongoing beautification initiatives • Snow removal contract • Garbage removal • Chair of the beautification committee to oversee volunteers 	2-4+	CLOSED
Membership Director	Voted In – Jessica Smythe	<ul style="list-style-type: none"> • Responsible for managing community memberships including monitoring email requests and distributing memberships • Active recruitment of members in conjunction with events • Enforcement of membership requirement for events ran by association in our facilities • Chair of the membership committee to oversee volunteers 	1-5	CLOSED
Field house Director	Voted In – Nicki Black	<ul style="list-style-type: none"> • Responsible to liaise with all renters including purchasing supplies, meet for keys/deposits and signing contracts for field house • Cleaning contract • Weekly hall inspections • Coordinate rentals of other facilities • Field house maintenance 	10+	CLOSED

		<ul style="list-style-type: none"> • Chair of field house committee to oversee volunteers 		
Director at Large	Voted in – Ken Herman	Must be member of at least one committee		OPEN UNLIMITED