

Langdon Community Association



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

LCA Meeting – February 7, 2016
Location: Langdon Fieldhouse
Time: 4:00 pm

In Attendance:

Shauna Baerwaldt – President
Tanya Creamer – Vice President
Shauna Dashney – Treasurer
Joyce Baker – Secretary
Shawna Weir-Murphy - Memberships
Sarah Reungrith – Communications
Curtis Baerwaldt – Park
Jason Walker – Website/Fieldhouse Maintenance
Members-at-Large: Rolly Ashdown, Division 4 Councilor
Jessica Smythe
Corrie Carobourgh

Meeting called to order at 4:03pm.

1. Approval of Minutes – Motion: to Approve the Minutes from January 17, 2016: Sarah and Jessica
2. Approval of Agenda – Motion: to Approve the Agenda for February 7, 2016: Shauna and Sarah
3. Fieldhouse:
 - a. Jessica advised that the Fieldhouse Renovation committee met with the contractor recently to decide on flooring, tiles, and countertops. The renovations are scheduled to begin at the end of July. They have received a 25% deposit.
 - b. Curtis advised that the development permit is approved and to expect an information package from the county. **He is working on the drawings for the garage expansion.** The estimated cost of the garage is \$120,000.00
 - c. Internet and telephone installation at the Fieldhouse – **Shauna will contact Chris to see if he has any information.**
 - d. **Parking barrier on north side of building to garbage bin – Jason will tend to this once the ground thaw allows the post and chain to be installed.**
 - e. Rental rates for non-peak hours (6 am to 4 pm) will be increased to \$12/hr.
4. Treasurer Report:

- a. Shaunna confirmed that she has been working at separating the Operational revenue and expenses from the Capital revenue and expense items to be able to clearly define what the deficits/profits are. The proposed 2016 LCA budget has a deficit of (\$16,514.85). There was some discussion if the \$12/hour rate increase would be enough to cover the expenses and certainly would not put the organization into a positive cash flow situation, but we have one more year of the three-year plan to correct it.
- b. Shaunna will be filing the 2014 and 2015 Annual Returns.
- c. Joyce indicated that AGLC has requested a letter signed by two executives, a budget, and a few other items to extend the use of gaming funds which she will be requesting until December 31, 2016.

5. Grants:

- a. Chrissy is working collaboratively with Little League and Langdon Softball Association to get a grant for yellow safety cap on the fence. She is also going to be requesting operational grant monies for new shale for the infield. The capital grant will cover the same items as requested in the CFEP grant, which includes the \$125,000.00 for the garage extension. This way, if we don't get the CFEP grant, we can still potentially access other grant monies.

6. Communication / Newsletter: Sarah has published the Winter Newsletter. She recommends that newsletter be published only quarterly.

7. Sports:

- a. The skatepark does not need to be resurfaced for another 10 years. The skatepark does require a monthly inspection to check for damage, hazards, and cleanliness. Signs stating members need to skate at their own risk and that helmets are recommended need to be put up again. This has been done before but the signs have been torn down.
- b. The outdoor rink also needs signs that users are aware they are participating at their own risk and that helmets are strongly recommended. Shauna has arranged for Indus Graphics to make aluminum or dibond signage for the expectations/guidelines. They will be bolted on to the walls as the current method of signage does not adhere due to the colder weather. The buildings will be locked in the summer months.

8. Park: Looking at April 23 & 24, weather permitting, and alternate dates of May 14 &15, and May 28 & 29 weekends for spring clean up. Will send out emails to members and put on Facebook that we are doing the clean up from 10 – noon.

9. Membership: **Shawna put for a MOTION and SECONDED BY Tanya: Members will be allowed to purchase a nonrefundable, nontransferable membership for a term of 3 years at the cost of \$60. ALL IN FAVOUR.** She has ordered more membership cards from the printer which should be available before the AGM. If a board member paid for their membership the prior year, the the upcoming year's membership will be free if that board member attended a minimum of 5 meetings.

10. Website: Jason indicated that we get up to 100 free emails with our godaddy account and will set up emails that are position specific ex: president@goodlucktown.ca He has password privileges to reset when a member leaves a position. We are currently running version 6 for the website but it has limited capabilities so we are looking at upgrading to version 7. Godaddy would transfer all the information to the new version, with a cost up to \$500. Jason will look at ways to scale back the cost for this and advise.

11. Beautification: Confirmed that Collette will be stepping down from this position.

12. Events:

13. **Paint Night** event on February 5, 2016 was sold out. Jessica indicated that the advertising and liquor license has to reflect that this is an LCA event for members and invited guests in order to serve liquor. We will be sending out emails to members advertising the event as well, a Facebook group for paint night will be established.

14. AGM: Reviewed the draft agenda for the AGM. Sarah will ask Heather to create a Facebook event for the AGM on February 25, 2016 at 7 pm. We will put up sign-up sheets for people to put their names forth for positions. Rolly will help get us 4 easels from the county for this. Will project the agenda on the overhead screen so will need a computer to do that. The treasurer's computer has never had Microsoft

Office Suite installed so it won't run a word document (we need to look into whether non-profit groups can get this software for free as well as the Illustrator software).

15. Other: Langdon Days has been moved to July 23 and 24, 2016. There will be a Langdon Days committee meeting on February 21 at 7pm at the Fieldhouse if anyone would like to attend.

16. Meeting Adjourned at 5:12 pm.

Next Meetings:

March 13 @ 4 pm

AGM will be on February 25, 2016 @ 7 pm

Action Item	In Charge	Initiated	Target	Completed
Insurance Appraisal of Fieldhouse	Board			
Deadline for Newsletter Submissions	Sarah		15 th of Every Month	
FH Garage Expansion pending planning department recommendations.	Shauna/Expansion Committee	March 2015	May 2015	
Fire Inspection Report review	Tanya	March 2015		
Grant Approvals & Preparation	Chrissy	ongoing	Ongoing	
Build Skate Shacks	Curtis	Sept 2015	December 2015	
Telephone and Internet hook up	Chris	October 2015	February 2016	
Get Insurance Confirmation from Renters	Shauna/Tanya/ Joyce	October 2015	November 2015	
Post between Fieldhouse and Dumpster	Jason	October 2015	April 2016	
Email address activated	Jason	October 2015	April 2016	
Extension on the Use of Gaming Proceeds	Joyce	October 2015	February 2016	
Life Cycle Plan	Board of Directors	January 2016	September 2016	
Fieldhouse Renovation Committee	Chrissy, Shauna, Jessica S., Jess G, Tanya	November 2015	August 2016	
Spring Clean Up	Parks	April 23 & 24 2016		
Liability Signs for Outdoor Rink and Skatepark	Board	February 2016	March 2016	