

# Langdon Community Association



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

LCA Meeting –April 29, 2018  
Location: Fieldhouse  
Time: 7:30pm

## **In Attendance:**

Chrissy Craig – Chair  
Nicole Porquet-Seitz – Secretary  
Jessica Smythe – Vice Chair, Membership Lead  
Nicki Black – Field House  
Crystal Upstone – Treasurer  
Ken Herman – Director to Board  
Rod Spence – Fieldhouse Maintenance  
Carisa Glesby – Langdon Days Lead  
Heather Hume – Communication Lead

Meeting called to order at 1943h

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

- Motion to approve the agenda: Crystal, Heather

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

- Motion to approve the minutes from March 25, 2018: Chrissy, Nicki

### **3. Reports** Attached to minutes

### **4. Discussion**

- Tasks review – please log onto Sharepoint for LCA\_Board to Task list and review what has been assigned to you and check off when completed. Tasks were reviewed, reassigned or marked complete at the meeting so please review update list. You can ask for an alert email when the task list has been updated. Completion dates updated for bingo, event sign, landscaping and insurance.
- Board Exit Survey – Jessica completed, document read and revised. Added to Sharepoint under documents>Administration>Guiding Documents>Job Descriptions
- Voting - Communication Lead – Jessica nominated Heather for Communication Lead. Heather accepted nomination and all in favour.
- Fieldhouse rental rates – Nicki spoke to the need to review rental rates in reflection of ongoing increase of utilities and operating costs. **Nicki and Crystal** to calculate operational cost based on recent bills and report back to board for discussion on if rates need to be changes to reflect operating costs.
- Rental form revision – Nicki has updated the form to show important information on the front page, increase the details we are collecting and a more efficient & effective payment process in coordination with the treasurer. No changes to terms or rental agreements.
- Overdue forms/membership – Each board member needs to purchase a membership asap either via cash to Jessica or etransfer to Crystal. Each board member who has not submitted a police check,

conflict of interest form or code of conduct will be sent a reminder email and needs to return this form asap as it part of our bylaws and policies.

- Bingo Committee – Ken spoke about continuing to look for a machine and other supplies within allotted budget. Plan will be Bingo monthly either Fri/Sat night at fieldhouse to start. Committee members – Jessica, Chrissy, Carisa. Ken and Chrissy to continue to work on bingo license.
- Green Space Committee – Project went to bid and received only one return bid which was accepted. Project includes: walkway from parking lot to paths within to pergola, picnic space, trees/shrubs and grass with fence separating from the parking lot. Project start date (weather pending) week of May 14<sup>th</sup>. As per budget for project, we have \$48000 from casino fund plus a matching grant for a total of \$96000. Bid is over budget at \$109,346.01 so we are looking to fundraise via cash donations of sponsorship for naming rights, in-kind donations, bulk purchase discounts. Committee formed to fundraise – Crystal, Nicole, and Heather with donations to be secured before start date.
- Fieldhouse Storage lighting – Rod spoke about replacement of half the current lighting (7/13) structures in storage room with LED lights to improve brightness and has secured 3 bids ranging from \$483-\$661.50. Discussion that fieldhouse also needs indoor painting so we need to get a quote for this before approving lighting so we stay within the annual budget for fieldhouse renovations. **Nicki** to report at next meeting about painting costs.

## 5. Motions

- Approved by email – none
- Approved at meeting
  - i. Bingo Account – Motion by Ken to open another account for bingo (requirement for license). Seconded by Jessica. Motion passed.
  - ii. Signing authority – Motion by Nicole to remove Andrew Kucy from signing authority and to add Jessica Smythe for signing authority. Motion passed.

**Adjourned** – 2055h

## REPORTS

**Events report – We participated in Volunteer Fair**

**Fundraising report – No grants until the fall**

**Communication report – no report**

**Recreation report – no report**

**Membership report – no report**

**Financial report – no report**

**Beautification report – no report**

**Fieldhouse report – no report**

**Langdon Days - Coming along. Still need a volunteer to coordinate breakfast, children's festival, and volunteer of year awards. Please consider volunteering for these as this is our biggest event/fundraiser of the season.**

**Future Meeting** (calendar invites sent to your goodlucktown.ca emails)

All meetings at 730pm at field house garage unless noted

May 27

June 24

Aug 26 – family BBQ supper before meeting – details to follow

Sept 30

Oct 21

Nov 25

Dec 9 – Christmas social – details to follow