



Langdon Community  
Association  
Box 134  
Langdon, AB T0J 1X0  
[www.goodlucktown.ca](http://www.goodlucktown.ca)

LCA Meeting – May 25, 2019

Location: Fieldhouse

Time: 7:30pm

**In Attendance:**

Jessica Smythe – Vice Chair

Crystal Upstone – Treasurer

Carisa Glebsy – Langdon Days Lead

Chrissy Craig – Chair

Nicki Black – Field House Lead

Rod Spence – Maintenance

Scott Pike – Parks Lead

Nicole Porquet-Seitz – Secretary

Corrie Carrobourg – Director of the Board

Al Schule -- RVC

Meeting called to order at 19h30

**1. Approval of Agenda:**

- Motion to approve the agenda - accepted

**2. Approval of Minutes:**

- Motion to approve the minutes from April 28 2019: Jessica, Rod

**3. Reports** Attached to minutes

- i. Next LCC meeting no date set

**4. Standing Business**

- 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. Current task reviewed – office research/supplies updated, insurance appraisals – Chrissy spoke to several insurance companies and our current insurance with RVC is the better deal as it includes all of our events where other companies we would need to get separate event insurance with each event. Chrissy to get written information for file to complete the task.
- Risk Management – sign in park notifying public that they are on camera need to be replaced as some are missing. Scott to complete task
- Succession Planning – each board member asked to write down the tasks they do within their role and outside of their role. Information will be used to create a chart for succession planning with talents/skills needed for each position. This is a live document in Share Point, board members are encouraged to edit/add to their roles as needed.
- Education – Chrissy will circulate a list of available courses. Board members are encouraged to seek out education that can assist them in their roles. We are now a member of the Federation of Calgary Communities which gives us access to free education
- Strategic Planning – reviewed Part B
- LCA/NBCFB merger – Had first joint meeting May 23 and the committee had these recommendations:

- NBCFB fully merge with LCA as a committee under the project coordinator
- NBCFB to eventually merge their banking with LCA
- LCA to take on license of occupation on joint land with RVC for the quad diamond/rec center
- NBCFB has fundraised for 1 diamond thus far and will be starting construction in Fall 2019 which will include proper diamond dimensions for the older youth
- A working relationship with LSA/LCA/NBCFB for all ball diamond maintenance/fundraising/work

Discussion – AI suggested LCA review the license of occupation with RVC and discuss what we are maintaining. Motion by Jessica that LCA meet with RVC and sign license of occupation on joint land, Seconded by Crystal. Motion passed.

## **5. Discussion**

- Community Garden Well Rate – Community garden has requested to pay maintenance fees on the well use only for the 6 months they are using the water at \$80/month. Discussed and the LCA's initial offer was \$80/month for 12 months which is 25% of our maintenance costs remains. The community gardens can apply for a grant to cover their costs
- Accountant – Chrissy has been in contact with an experienced with NFP lawyer who has quoted LCA for accessing our CRA account (currently locked out) and filing last 7 years of taxes at \$500/year plus GST (\$3850 total) and an hourly rate of \$75/hr to assist with audit documents, AGLC documents, etc then each year to prep & file taxes \$950 +GST. This year's budget is only \$2500 for accountant. Chrissy to apply for a grant for \$3500 to get our books up to date.
- Vandalism – many recent acts of vandalism in the park (railing, camera, rink bench) with video recordings submitted to RCMP. We need to repair vandalism damages for: security cameras (skate shack & skate park) – Nicki to get quote and railing at FH – Jessica to get quote or ask local welder. Ideas to prevent further vandalism – locking skate shacks for the summer and request hired contractor to clean them, cages around cameras to prevent damage and moving their position
- Graffiti – at skate park is very bad and we need to get it removed – Chrissy to get quote to have cleaned. Idea to prevent further graffiti is to install a light at the skate park – Scott has previous quote for this at \$3200 (post is installed) – Chrissy to apply for a grant for this
- Beautification Update – Debbie Spence resigned as program lead. Flowers were handed out this past weekend. We need to actively search for a new program lead and/or a beautification leader. Rona Strathmore donated all the petunias and will get free signage advertisement. Beautification binder in cage and Sharepoint file updated with 2019 information. Nicole to answer email concerns from volunteers until new lead found.
- Water filter update – pot perm filter is broken, has been turned off. Trust plumbing is researching if it can be fixed (warranty?) or need replacement and will get us a quote.
- Cleaning at FH – there continues to be issues with not being properly cleaned with both renters and the cleaner. Nicki to review cleaning contract with renters and cleaner.
- Imagination library – Nicki told us about this community based reading program for kids less than 6 who get a free book each month to their home. It is an established worldwide program which LCA could sponsor in our community with an estimated cost of \$3.55/month/child. Chrissy to apply for a grant in Aug for program with hopes of starting in Fall 2019
- Formal contract for long term renters – We need a formalized contract created and including renters needing their own event insurance. Does RVC have one we can use? Nicki to email AI to connect with RVC

## **6. Motions**

- Approved by email - none
- Approved at meeting

Adjourned 20h53

## Reports

**Events report** – Langdon days has started to recruit coordinators and planning for 2019. All board members are encouraged to take on a leadership role as this is our biggest fundraiser and there are still coordinator roles that are unfilled. Sponsorship is really really low and if no funds soon there will be no breakfast, children’s festival or fireworks. We made just over \$600 on bingo and \$120 on concession minus our costs for second bingo. We will need volunteers for the next bingo June 21

**Funds development report** – Langdon Plus grant is due at the end of May. Will be applying for: playground maintenance and policy quote.

**Communication report** –few memberships continue to come in

**Parks report** – Summer Maintenance Contractor: Has been hired until the end of September. It has worked out to \$640 a month for the weekly maintenance of grass cutting, picking up garbage, and emptying recycling bins, raking gravel and watering. We have some extra money in the budget for extra jobs if we need them to do it.

**Program report** – Flowers have been given out to all volunteers and all planters have a volunteer

**Fieldhouse report** –

**Capital Projects Report** – no current projects

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

All meetings at 730pm at field house garage unless noted

June 23

July 14 (if needed for Langdon Days)

Sept 22 (potluck before)

Oct 20

Nov 24

Jan 26, 2020

Feb 23

March 8 AGM 7pm