

Dunmore Community Association Board of Directors Meeting Minutes

November 15, 2023

EDF Outdoor Recreation Centre

Present: Trish Drescher, Jody Phillips, Shevaun Perrault, Jenna Riess, Nicole Johnson, Rocheal Howes, Amy Edmonstone, Scott Plouffe, Dan Hamilton, Jamie Bueckert

Regrets: Olivia Whenham, Nevada Meyer, Melissa Sawchuk

Meeting called to order by Trisha at 6:32pm

New Business:

Introduction to Jamie Bueckert - Trisha

Merry & Bright Festival - Jody

Credit Card/Phone - Jody

Housekeeping at Park - Trisha

Survivor Raffle - Jenna

Speakers at Park – Jenna

Old Business:

Pump Track – Scott

Unfinished Business:

None

Review of Agenda and Previous Minutes:

Motion: Jenna made motion to accept the agenda – carried

Motion: Scott made motion to accept September 6/23 AGM minutes – carried

Introduction to Jamie Bueckert – Trisha

Jamie Bueckert was hired to provide grounds maintenance at the EDF Outdoor Recreation Centre and she was introduced to the Board of Directors. Trisha to advise Jamie after meeting tonight on garbage placement.

6:38pm – Jamie Buchert left the meeting

President's Report – Trisha Drescher

Sept 11 – Sabre Security provided a quote to install additional cameras at the rink and outside the skate shack. The board approved installation of 1 additional camera on the back of the skate shack capturing the storage unit and view of bathrooms (exterior). Bathroom key will be put on a large stick and available to members

Sept 17 – Received \$2000 for Merry & Bright Festival and \$2000 for Intergenerational Learning Program in partnership with Eagle Butte High School from EDF as part of their Community Grant allocation.

Sept 18 – Camera was installed by Sabre Security

Sept 22 – Cypress County advised that they will put the electrical junction box into the budget for 2024. This will power the old irrigation hub at the entrance to the park, as well as the street light. The project will cost approximately \$8000.

Sept 25 – Christmas lights were installed on the tree and skate shack. 2 Dunmore Days flags and holders were picked up and put into storage for next year, along with signs to reserve the Shack, Rink, and Ball Diamond.

Sept 28th – Movie Night in the Park was cancelled

Oct 1 – Ad was placed on our website and Facebook looking to hire a casual caretaker for the EDF Recreation Centre, Skate Shack, and bathrooms.

Oct 6 – Refund for Fridge was approved. Unit was picked up by Home Depot agent.

Oct 22 – Mini-Zamboni was delivered into rink storage by Jody. Breaker for heaters was turned back on for the Winter. A leak was discovered in the utility room and Jody notified John Roterman. Outdoor rink was closed for re-surfacing by Capstone Concrete.

Dan Hamilton advised that the job will be finished Fri/Sat so it will be ready for flooding this Winter. The wrong concrete was put in, so the County has decided to repair the top layer until eventually the whole pad will have to come out and be re-poured. The County will put this in their budget, along with annual maintenance. Capstone and County each paying half. Liner not needed (optional). Capstone adding sealer. Will know in Spring how the concrete will fare.

Oct 30 – Jaime Buchert hired

Nov 1 – Minor Softball Association renewed interest in booking the ball diamond for the 2024 season from April 15 through June 28 Mon-Thurs 5:30-9pm as well as some weekend times.

Nov 15 – Intergenerational Workshops at the High School were advertised on our website and Facebook. The first 3 sessions were scheduled: German Cooking, Instagram for Adults, and German Baking.

Motion: Jody made motion to accept the President's Report– carried

Treasurer's Report – Nicole Johnson

None

New Business:

Merry & Bright Festival – Jody

The festival will be on Friday December 15th at Sunrise Park. Blair Reed has been booked to operate the sleigh rides. A Fire Permit is needed for the bonfire. Scott will take to Cody Millington or Bromley to see if a bowl with legs can be welded to go inside the safety ring around the bonfire. This will protect the

parking lot surface and make clean-up way easier than building the fire directly on the ground. If ice is available, the rink will be open for family skating (no hockey). If there is no ice, Trisha suggested ball hockey be offered in the rink.

6:54 –Nicole Johnson joined meeting

Dan Hamilton added that he has a bunch of oversized family games that he would donate to be played in the rink.

Motion: Shevaun made motion to approve plan above– carried

Credit Card/Phone – Jody & Nicole

All of the accounts (website, alarm.com, domain, Ascend, Stripe, Square, Gmail, PlanHero, are linked to Jody's phone number for 2-factor authentication and her personal credit card. She would like to disentangle herself from all of these accounts and set up a system that is stable for the future and causes minimal disruption when Board members change year over year. Nicole has been in contact with ATB to set up a credit card to make auto-payments for the DCA. She is establishing requirements by the bank to proceed using collateral from our bank account. She is in the fact-finding stage, but wants approval from the Board for the Executive to proceed with getting a credit card approved. Likewise, Jody requested approval to set up a phone number on one of the phones previously being used to accept Square payments at events via Wifi (donated to DCA). This number is not to be answered or issued out to the public, but to be used for all 2-factor authentications and on DCA accounts going forward.

Motion: Jenna made motion to approve credit card up to \$1000– carried

Motion: Nicole made motion to approve phone number on basic plan - carried

Housekeeping at Park - Trisha

In final preparation for Winter:

Rubber mats need to be moved back in front of rink and 3 more purchased to make it to edge of rink surface. Shovels need to be purchased, along with a garbage bin for Jamie to put garbage in. Directors will need to take turns emptying the bin weekly. Fire pit is full of branches and needs to be moved to stack to burn at festival. Tree in right-hand corner of the lot is dead and a hazard – needs to be felled. Dan will look into this. 30 pallets are needed for the festival this year, and should be stacked on the edge of the lot like last year. Some tables need to be put away, the food needs to be transferred from storage to heated shack, and some general clean-up is needed. Discussion about purchasing leaf blower was had, but there was consensus to wait since it is done infrequently, and board members can handle it using their personal equipment. Discussion about adding more cameras was had, but there was consensus to wait through Winter and see if there is a high level of vandalism that would justify the cost. Board agreed to meet Saturday at 10:00am for quick work bee to finish all winter prep noted above.

Motion: Amy made motion to approve purchase of rubber mats, shovels, and garbage bin– carried

Motion: Nicole made motion to proceed with the cameras we have, and only re-visit the issue if needed in future - carried

Survivor Raffle - Jenna

The Survivor Raffle will run from Sunday November 19th to either December 7th or 12th depending on who is available to do the live draw. 2 more people are needed to assist. The draw will take place at 1pm. We eliminated the teams this year to simplify it but have added new cash prizes. In addition, 11 gift certificates were donated from local businesses.

Motion: Amy made motion to receive as information— carried

Outdoor Speakers for Park - Jenna

Jenna met with Troy from AI's Audio and got both a high-level and mid-level quote to add outdoor speakers to the park area. The system would be capable of making announcements that would be heard from the ball diamond to the park, as well as under the rink roof. Music could also be played through this system. The high quote for \$9321.90 is for an 8 channel mixer, and the low quote for \$6747.30 is a 4 channel mixer. All Bluetooth, both come with wireless mics. The ball diamond speaker would be wireless as too expensive to cable underground. Wall mount vs a stand for the speakers. Could increase offering to facility renters, but also comes with risk of damage. Would be an investment to support events for years to come, but would also have costs if damaged or speakers blown. Discussed DCA operation only – no renters. Group decided to hold off decision until next Spring and if want to proceed, add into 2024 Rec Grant as a 50/50 match opportunity.

Motion: Amy made motion to accept as information - carried

Old Business:

Pump Track – Scott

Scott has reached out to other communities and gotten lay-outs for the tracks they have put in. He wants to take the time to get the plan correct so it only has to be done once. \$5000 is still available from Cypress County towards the track, and the DCA has around \$7300 set aside for the project. The plan needs to be finalized this Winter and submitted to Jubilee Insurance to ensure it will be covered, and get a cost. If it is too big, they will not insure it – Dan Hamilton.

Motion: Jody made motion to seek to finalize plan, get insurance and County approval so construction can start in Spring of 2024- carried

Group Discussion:

Movie Night:

Would like to have a movie night at the park in Winter with fire and liquor permits, perhaps do 2 movies – one for kids, and one for adults. This year is too busy, will look at February/2024

Motion: Jody made motion to move movie night to February 2024 - carried

Tree Planting Grant:

Jenna came across a grant due December 3rd for planting trees. Too quick for DCA to get a proposal in, and would need to be thought out because irrigation would be necessary. Schools can apply. Is a yearly grant so Eagle Butte High School could apply next year.

Motion: Jenna made motion to accept as information- carried

Next Regular BOD Meeting: Wednesday January 17th at Eagle Butte High School at 6:30pm

Adjourned by Trisha at 8:11pm