

Dunmore Community Association Board of Directors Meeting Minutes

May 28, 2024

Cypress County Council Chamber

Present: Trish Drescher, Jody Phillips, Shevaun Perrault, Jenna Riess, Amy Edmonstone, Scott Plouffe, Rocheal Howes, Nevada Meyer, LesleyAnn Collins

Regrets: Crystal Eichelbaum, Nicole Johnson

Meeting called to order by Trisha at 6:35pm

New Business:

Garage Sale Day - Ad need to be posted in papers

Equipment - Board member perks / membership 50% for other orgs

Pickleball - concrete marking

Dunmore Days Update - Jenna

Sound System/Cameras/Audio/Clips - Jody

Ray Lamont - Jody

Liquor License Issue for Renters - Jody

Wet/Dry Shop Vac

Work Bee (Christmas dec off tree, clean rink, replace glass, clean out utility room, inventory, clean/move fire pit?) - Trisha

Warm Storage

Old Business:

Pump Track – Scott

Unfinished Business:

None

Review of Agenda and Previous Minutes:

Motion: Jenna made motion to accept the agenda – carried

President's Report – Trisha Drescher

Mar 21 Scheduled tank pump with Herb's every 2 months

Mar 21 changed PIN Code user agreement - Household members only and post on web
purchase recycle bin for shack

Mar 21 emailed members reminding memberships expiring March 31/24

Mar 21 post new membership doc, update fee to \$25

Mar 21 create 2024 membership roster

Mar 25 Bylaws updated, mailed to Service Alberta Registries, updated on website

Mar 22 Rec Grant Application submitted (complete, just need signed financials from Nicole - getting tonight)

Received GST refund of \$28647.33

Mar 30 First Annual Easter Egg Hunt was a success with 35 people participating.

April 10 Intergenerational Learning Bat House at EBHS Shop (12 attended)

April 26 Supplies for Jamie purchased

April 29 Shevaun, Trisha, and Jody attended the Recreation Strategic Planning Workshop at Cypress County with other community associations (Suffield, Elkwater, Longfellow, and Dunmore Equestrian).

April 29 Diamond Link started baseball dugout installation but was delayed by rain. Project to start again next week.

May 1 Board members agreed to leave bathroom doors unlocked Mon-Thur. for softball rentals.

May 7 Jody Met Loren (electrician), Trevor (Sabre Security), and Troy (Al's Audio) at park. Install of all systems will begin week of June 3-7

May 14 Basketball hoops installed by Blue Imp - Volunteers Jeff Drescher, Ray Lamont, Lash Phillips and Robert Cody Girling replied to last-minute request to dig holes

May 23 Cypress County Recreation Funding approved and Operating budget approved for \$12000.00.

Motion: Amy made motion to accept the President's Report— carried

Treasurer's Report – Nicole Johnson presented by Jody Phillips on her behalf

The current Operating Account balance is \$44,547.16

The current Projects Account balance is \$7,057.81 – earmarked for Pump Track Project

Mar 21 AGM minutes to Nicole to submit to bank

AGM minutes to bank to get credit card in progress

Mar 22 GST Cheque \$28647.33 received and given to Nicole to deposit

Apr 15 GST cheque deposited in bank

Mar 21 create e-transfer log - is in Financial Statements Folder - please check once in a while and put a date prior to or on the e-transfer date

May 20 Received \$500 cheque from UFA to sponsor Pedal Tractors at Dunmore Days (\$400) plus a \$100 donation to the silent auction

May 24 Cypress County approved our request for \$14,985.72 in matching funds for the 2024 Recreation Grant to go towards the basketball hoops and dugouts. \$12,000 Operating Budget also approved - will be paid out week of June 2. Once the 2024 Operating Budget and 2024 Recreation Grant funds from Cypress County have been deposited, the Operating account will be at \$71,532.28, and all of the expenditures that were pending approvals will proceed.

Motion: Jenna made motion to accept the Treasurer's Report– carried

New Business:

Garage Sale Day

Ads were placed in the Medicine Hat News (\$22) and the Commentator (\$38) for 2024 Garage Sale Day on June 8th by Jenna. 18 houses are already signed up for this year. LesleyAnn confirmed if we send ads for any events going on to Beth, she will put them in the paper free of charge.

Motion: Jody made motion to accept as information– carried

Equipment – Board Perks

Board members donate so much time and effort to the DCA. While our bylaws prohibit any board members from being paid, it is suggested that the board members should be permitted to use the facility and/or equipment free of charge as a perk for their efforts. This would ONLY be permitted on occasions where the facility and/or equipment is not rented, and a subsequent rental would take priority.

If board members are renting the facility and/or equipment on behalf of another organization, should the general 50% DCA membership discount apply, or should the organization pay the full amount?

Motion: Shevaun made motion to approve Board Member use of facilities and equipment FREE as long as rentals take first priority – carried

Motion: Amy made motion to continue allowing DCA members to rent on behalf of other organizations and receive the 50% discount. If it is determined the discount is being abused, it will be revisited and handled on a case-by-case basis - carried

Pickleball

Discussion was had regarding taping vs painting lines for the pickleball court. We previously talked to Tiger Lines about the job but it was delayed due to concrete maintenance. Also discussed leaving the pickleball nets out for the summer and whether they'll get destroyed. Agreed that is what they are for, and we have to expect that damage will occur and be prepared to replace them. LesleyAnn suggested contacting Hilda Association for details on paint used as they just did their court.

Motion: Jody made motion for Scott and Trisha to contact Tiger Lines and get quote to have the lines painted- carried

Motion: Jody made motion to approve leaving a pickleball net out all season with the second one in reserve as a back-up - carried

Dunmore Days – Jenna

Dunmore Days planning is in full swing with most vendors booked. UFA Dunmore sponsored Pedal Tractors for this year. The Little Red Ball Co won't send a single performer this far so discussion was had for paying \$3000 for them and the Board felt it was too much. Ax Throwing will be added to the schedule for the evening hours during the dance. Directors are to get a minimum 5 donations for the silent auction each. The form was sent to all Directors in the Chat again during the meeting.

Motion: Shevaun made motion to accept as information - carried

Sound System/Cameras/Clips – Jody

The new sound system and 3 additional cameras at the rink will be installed at the EDF Outdoor Recreation Centre the week of June 3-7. Our Sabre Security plan will go up approximately \$5/mo. The camera facing the parking lot will not be able to capture license plates. We will be able to see make/model and a description of the vehicle. If we wish to upgrade the camera in future, it will be approximately \$3000 and our current recording equipment will also have to change. Last week, I changed the current 2 cameras to only capture recording clips from the hours of 10pm to 7am. The 24hr recording still stands so we can look back. This is in preparation for the new cameras going in. Our storage will increase, but without limiting the clips, we will exceed our monthly allotment. Scott suggested changing the notifications to eliminate objects and animals – people only would also reduce clips.

Troy from Al's Audio is installing the sound system. We previously selected the mid-level quote that he provided. He has upgraded some of the components but maintained the same mid-level pricing for the DCA.

Motion: Amy made motion to receive as information – carried

Ray Lamont – Jody

Ray Lamont has asked if he can take the old pipe from the chain-link fence. The board agreed that the old chainlink will not be used for a future project and has become an eye sore.

Motion: Jenna made motion to allow Ray to take anything he wants and to discard the rest – carried

Liquor License – Jody

Jody has emailed Cypress County to get a procedure or policy outlined in the event that a renter does not provide a liquor license. We are seeking information on who is responsible, who should be notified and what steps the County wants taken if the DCA knows there is alcohol present without a license. Amy and Shevaun advised that we do not need to see the license at all. If our Rental Agreement states that it must be obtained, then it is the responsibility of the Renter and if the authorities go by and they can not produce it, it is their responsibility, not ours. Jody will retract the email sent to Cypress County.

Motion: Amy made motion to adjust our Rental Policy accordingly to simply advise it must be obtained, but not put in a timeline for it to be produced - carried

Wet/Dry Shop Vac – Jody

We need a method to remove water from the rink for renters after rain. Scott will purchase a wet/dry vac for the rink.

Motion: Jody made motion for Scott to purchase a wet/dry vac for the rink – carried

Work Bee – Trisha

The DCA needs to hold a Spring clean-up to take Christmas decorations off the tree, clean the rink, replace glass, clean out utility room, inventory, clean/move fire pit.

Motion: Jenna made motion for Trisha to create schedule options and post it in the DCA chat to narrow down a date or two - carried

Kite Festival – Trisha

Discussion occurred regarding the date for the Kite Festival this year. Amy will contact Kona Ice and see if they will attend again this year. Date will be June 11 from 6-8pm in Eagle Butte High School field.

Motion: Jody made motion to approve date for the Kite Festival- carried

Warm Storage – Jody

We have a serious shortage of warm storage. The utility room is overrun with ice maintenance equipment and hoses, janitorial, and food stuffs that can't freeze. We will shortly have delicate sound equipment in the utility room and need to plan a different option for these other items. Jody will get quotes to frame, insulate, and heat the closest bay of the sea-can to create permanent warm storage.

Motion: Amy made motion to approve plan to get quotes for warm storage - carried

Old Business:

Pump Track - Scott

Scott provided a drawing of the proposed pump track. The overall footprint will be approximately 50' wide by 100' long, with the highest point being 3' (except for the starting point being 4'). Scott estimates it will take approximately 10-12 loads of dirt. He does not recommend spraying with calcium on top, nor a glue. This first iteration will be a test case to see how much use it gets. If the track is successful, we can add improvements in future. We will need to post a "use at your own risk" sign. LesleyAnn may be able to divert some of the dirt being removed from a road extension project in the form of a donation to reduce the cost of the project. She did not recall the Resolution number in which Cypress Council made \$5000 available to any association towards a pump track. Jody will look up the number and send it to her. The DCA needs dirt more than money, as the funds would all be going strictly to purchasing dirt. The County must still approve a location and verify the insurance coverage with Jubilee. Scott needs to determine how much dirt we can purchase for the \$7,057.81 we have raised so far. The size of the track will be entirely related to the funds we have.

Motion: Shevaun made motion to receive as information – carried

Group Discussion:

None

Next Regular BOD Meeting: Tuesday August 13th at the EDF Outdoor Recreation Centre at 6:30pm

Adjourned by Trisha at 8:25pm