

**Hampton Village Community Association (HVCA)
ANNUAL GENERAL MEETING
Wednesday, October 11, 2017
MINUTES**

(Revised December 17th, 2018)

1. Meeting was called to order at 6:15 p.m. by Reann.
Board members in attendance: Mel, Christine, Kristen, Glen, Reann, Chelsey, Cinthia, Darci and Cathy (meeting recorder)
Guests in attendance: M. Kachur, F. Rivard, T. Davies, N. Baudais, J. Cunningham
Community members in attendance: 37
Board members sending regrets: Kelly, Brad, Shauna, Keagan
Quorum for motions was confirmed.
2. Reann welcomed all attendees and introduced Board Members.
3. ***Reann moved the review & adoption of the Agenda. Cinthia seconded the motion. Motion was carried.***
4. Presentations and acknowledgements
 - a. Chelsey, HVCA Acting Treasurer presented cheques for \$5000.00 to Ernest Lindner Playground Representatives and St. Lorenzo Ruiz Playground Representatives
 - b. Cinthia presented Zita, Hampton Free Methodist Church Caretaker, with a token of our appreciation for her patience during each of our board meetings.
 - c. Cathy acknowledged HVCA's partnership with Hampton Free Methodist Church, without which we would not be able to host many of the events we do. Cathy also acknowledged and thanked all HVCA Board Members for the countless hours they willingly contribute to make things happen in Hampton Village. Each board member contributes a minimum of 100 hours. Cathy also presented flowers to Jan Cunningham in appreciation of all her efforts on behalf of HVCA.
5. ***Chelsey moved the Minutes of 2016 AGM be approved as circulated. Christine seconded the motion. The motion was carried.***
6. There was no Business arising from minutes of 2016 AGM
7. Proposed Bylaw Amendments:

Kristen moved the Bylaws be amended to create the position of "Indoor Coordinator, Daytime", by converting an existing Member-at-Large position. Mel seconded the motion. Motion was carried.

Cinthia moved the Bylaws be amended to restate Bylaw 7.04 to reflect current Board positions and titles (as approved previously at AGMs). Kristen seconded the motion. The motion was approved.

| Even Years | Odd years |
|----------------------------|------------------------------|
| President | Vice President |
| Treasurer | Secretary |
| Indoor Coordinator, Adult | Indoor Coordinator, Children |
| Communications Coordinator | Rink Coordinator |
| Kinder Soccer Coordinator | Youth Soccer Coordinator |
| Allocations Coordinator | Membership Coordinator |
| Member at Large, 1 | Indoor Coordinator, Daytime |

| | |
|--------------------|--------------------|
| Member at Large, 3 | Member at Large, 2 |
| Member at Large, 5 | Member at Large, 4 |
| Member at Large, 7 | Member at Large, 6 |

8. Cathy presented a powerpoint HVCA 2017 Year in Review of events and activities. This was followed by Executive and Coordinators reports.

a. President/Vice-President report was reviewed by Reann and included the following information:

Time commitment- 80 – 200+ hours.

Coordinates and prepares the agenda for each meeting according to parliamentary procedures (i.e. Robert's Rules of Order) and presents it to the secretary for distribution prior to the meeting for monthly Executive meetings.

Attends monthly executive meetings

Presides at board meetings and AGM, chairing all meetings according to parliamentary procedures (Robert's Rules of Order).

Ensures meetings run smoothly and quickly in a positive and respectful atmosphere.

Appoint committee member of the executive to act in his/her behalf in the absence of president or vice president.

Has signing authority for all payments made by the Association and for all legal papers and contracts.

Is a liaison between the Association and various government officials.

The Vice president acts in an advisory capacity to president

Performs role of president when President is absent or position is vacant.

b. Treasurer, Chelsey (Acting)

A copy of the 2015 – 2016 Financial statement was circulated and reviewed.

*i. Following the financial statement review **Cathy moved to approve the Financial Statements 2015-2016 as Reviewed by Tara Quick, CPA. Christine seconded the motion. The motion was approved.***

ii. The Financial Statements for 2016-2017 were not available at the AGM. It was determined these statements will be approved at a future board meeting and shared at the next AGM.

*iii. Chelsey reviewed the 2017 – 2018 HVCA Budget (see attached). **Mel moved the approval of the proposed Budget for 2017-2018. Darci seconded the motion. The motion was approved.***

*iv. Jan Cunningham explained that non-profit corporations can have a Financial review instead of an audit due to the fact our revenue is less than \$250,000.00. **Ron moved to waive the requirement for an Annual Financial Audit in lieu of an Annual Financial Review (per Information Corporate Services' rules for non-profit corporations with Revenues less than \$250,000). Kristen seconded the motion. The motion was carried.***

*v. **Glen moved HVCA appoint Tara Quick, CPA, as the Financial Reviewer for the 2017-2018 Financial Statements. Mel seconded the motion. The motion was approved.***

*vi. **Cynthia moved to approve the annual Association Membership Fee be maintained at \$10.00. Mel seconded the motion. The motion was approved.***

c. Communications Coordinator

Cathy listed the methods of communication used to by HVCA and provided information about each method. These include:

Sign—located on McClocklin Road. Changed regularly.

Community Facebook page: <https://www.facebook.com/hamptonvillage/>

Website: saskhvca.com

Email: communications@saskhvca.com

Newsletter—three per year, two are printed and delivered to homes in the community. Winter edition is online. Total cost to print the newsletter in 2017 was \$3254.40 and included the delivery charges. Revenue generated from the newsletter \$1000.00. There was discussion regarding the need for two printed editions. As a community association we are required to print a minimum of one newsletter per year. Doing so is an attempt to reach all members of the community as not everyone has access to the online versions. The cost to print the newsletter in 2017 was significantly less than in 2016 due to locating a new printer. The practice of printing two newsletters will continue to be monitored before determining whether we should change to printing only one edition. And NEW this year because of the new schools***
School newsletter distributions & school bulletin boards

- d. Indoor Coordinator, Adult – Glen for Kelly) adultprograms@saskhvca.com
The indoor coordinator plans programming for both fall and winter indoor programs.

We had an overwhelming response for Adult indoor programs this year and I'm excited to report that we have increased the programming from 3 programs to 10.

Current evening offerings:

Yoga

Bootcamp

Intermediate Spanish

Floor Hockey **NEW**

Crochet/knitting **NEW**

Badminton **NEW**

Rec Basketball **NEW**

With the opening of the new school in our community we have access to space during the day and have been able to add 3 daytime programs. With that being said we would like to add another member to help facilitate this programming.

Current daytime offerings:

English Practice offered in partnership with Open Door Society **NEW**

Cribbage & Coffee **NEW**

Mom & Baby/Toddler Fitness **NEW**

- e. Indoor Coordinator, Children/Youth – Kristen childprograms@saskhvca.com
The indoor coordinator plans programming for both fall and winter indoor programs.

2016 2017 classes included:

Toddler Dance

Hip Hop for ages 4 6 yrs and 7 -9 yrs.

Cheer for ages 7 – 12 yrs.

Open Gym

Engineering for Kids.

In the 2016 2017 season there were 113 participants in total. As of Fall 2017, there are 153 participants in one season.

As a result of the interest in Toddler Dance and Hip Hop classes additional classes were added. Cheer was split into two age groups and youth basketball was added. A Babysitting course is also being offered this coming October due to interest.

The indoor coordinators will now have separate email addresses to facilitate more timely responses.

This year payment by debit and credit card was available.

A discussion regarding the possibility of online registration occurred. HVCA is looking into this option.

f. Kinder Soccer – Christine

Hampton Village Kinder Soccer program is available due to the support and commitment of our volunteer parents who coach the teams.

Three courses of 10 weeks each have run since last AGM.

Kinder Soccer has had great success teaching team skills and basic soccer abilities.

The fall 2016 Indoor program- (October to December) - 22 children enrolled.

Winter 2017 Indoor program- (January to March) -28 children enrolled

Indoor kinder soccer programs are held at the Hampton Free Methodist Church.

Spring 2017 Outdoor program- (Tuesday & Wednesday, May to June)- 105 children enrolled

Outdoor kinder soccer was held at Anita Langford Park.

In total, 155 3 & 4-year-old children played Kinder Soccer from October 2016- June 2017.

Kinder Soccer enrollment for Fall 2017 is 28 children.

g. Membership Coordinator – Glen

Memberships are purchased for a cost of \$10.00 annually

Valid to August 31 of each year.

The membership coordinator keeps a database to track current memberships and is able to report numbers from year to year.

Keeping a list of valid members allows us to be in contact with our community at various times throughout the year to make them aware of upcoming events like AGM, Family Fest, Newsletters and Fall and Winter Registration Nights.

h. Youth Soccer Coordinator – Mel

There has been a significant drop in the number of soccer teams again this indoor season.

| <u>Outdoor 2017</u> | <u>Outdoor 2016</u> | <u>Indoor 2017</u> | <u>Indoor 2016</u> |
|---------------------|---------------------|--------------------|--------------------|
| U6- 9 teams | U6- 11 teams | U6- 2 teams | U6- 3 teams |
| U7- 5 teams | U7- 7 teams | U7- 4 teams | U7- 2 teams |
| U8- 4 teams | U8- 4 teams | U8- 2 teams | U8- 4 teams |
| U10- 5 teams | U10- 7 teams | | U10- 3 teams |
| Total 23 teams | Total 29 teams | Total 8 teams | Total 12 teams |

This seems to be the case in other communities as well, perhaps due to the increased interest in other sports such as Lacrosse. HVCA is down six outdoor and four indoor teams. Other communities have seen an even larger drop in soccer enrolment. Some community associations are unable to run a soccer program due to the reduced enrolment.

In the past, facilities were very difficult to book. That was not the case this year because of the new schools in our neighbourhood. Facility booking is achieved through the Saskatoon Catholic School Board online booking system. Mel indicated she finds pros and cons to this system. She indicated she misses the great relationship with the rental clerk who assisted her in the past.

2016 - 2017 seemed to be a great year for recruiting coaches. This year looks just as promising. Mel expressed her appreciation to all parents who willingly help out by coaching their child's team.

Hampton Village and Dundonald continue to work together for soccer. Dundonald has taken on the role of organizing, sorting and storing all soccer equipment. Mel believes this cooperation is working well and hopes the partnership continues.

Hampton Village/ Dundonald Communities have one of the largest community soccer programs in Saskatoon. Mel is very proud to be able to offer such a great program.

- i. Rink Coordinator, Cathy for Brad
Highlights about the rink were shared in the year in review powerpoint. These included rink work bees to install puck board as well as flooding.
The rink was well used
Supervised skating times were held three times per week, weather permitting. When the temperature is -25, there is no supervised skating.
Rink helpers always appreciated. If interested contact rink@saskhvca.com
There is a plan to install and alarm on the rink shed to notify the rink coordinator if there is a temperature drop in the shed which may cause a pipe to break..

Cynthia moved to Accept the Reports of the Directors. Chelsey seconded. Motion was approved.

9. No further announcements of resignations of current Board Members at this meeting.

10. Election of Executive Offices

- a. 2-year terms for positions that retire in odd years:

**SEE
REVISION
AT
BOTTOM
OF
MINUTES**

- i. Vice President- Reann was re-elected by acclamation.
- ii. Secretary- this position remains vacant at this time.
- iii. Membership Coordinator- Glen was re-elected by acclamation.
- iv. Rink Coordinator- Donovan was elected as rink coordinator 2 by acclamation.
- v. Indoor Coordinator, Children- Kristen was re-elected by acclamation
- vi. Youth Soccer Coordinator- *****Christine was re-elected by acclamation.*****
- vii. Member at Large, 2- ***Christine moved Dave C be granted regular membership status as he currently resides outside of Hampton Village. Cynthia seconded the motion. The motion was approved.*** Dave was elected Member at Large by acclamation.
- viii. Member at Large, 4 Liisa S. was elected by acclamation.
- ix. Indoor Coordinator- remains vacant at this time.

- b. 1-year terms for positions that retire in even years that are currently vacant:

- i. President- Cynthia was elected by acclamation.
- ii. Treasurer- Chelsey was elected by acclamation
- iii. Allocations Coordinator-
Discussion occurred regarding the need for this position. All present were reminded this position was approved at the 2016 AGM and the position remained vacant for the 2016 2017 year. It was determined the allocations coordinator will assist the indoor coordinators. The youth soccer coordinator will not require the assistance of the allocations coordinator at this time.
Crystal was elected by acclamation
- iv. Member at Large, 7- Danae was elected by acclamation.

11. ***Kristen moved to change Signing Authorities as follows: Remove Val Bond and add Cynthia Hill-Bird. Reann Legge and Chelsey Shaw will remain as signing authorities as per HVCA Bylaws. Ron seconded the motion. The motion was approved.***

12. Guest Speakers

- a. Troy Davies- Report to the Community
Troy Davies expressed thanks to:
 - HVCA, and Jan Cunningham for the work bringing the rink to Hampton Village in 2017.

- City of Saskatoon Traffic Department for their work regarding traffic flow around the schools.
- Both principals of the two new schools

Troy stated Hampton Village has the most active Facebook page in the city.

He briefly discussed the traffic plan for Hampton Village indicating the traffic changes are a work in progress with the goal being the slowing of traffic but deferred specifics to the Traffic Engineer, Nathalie.

Troy discussed the work on McClocklin Road explaining why it was not financially possible to complete McClocklin when Claypool was closed. During this work it was determined that drainage infrastructure will also need to be added which may further delay the opening of the road. The hope is to have the road completed before winter. This is weather dependent. It is possible the road will open as a gravel only road for winter. The drainage infrastructure will also affect the opening of the new dog park.

Troy discussed the commercial amenities at Claypool and McClocklin will include a 7 -11 Store with a gas station. He was not at liberty to state the other amenities as the city deals with head offices not just franchisees.

More amenities are planned for the lot between Hampton Free Methodist Church and Shopper's Drug Mart. Developers will have timelines to adhere to for land development or they will face penalties.

Attendees asked questions about various empty lots and how long an owner has to develop or landscape their property. Currently, there is no timeline but City Hall is revising their Bylaws to include timelines for development and maintenance of property.

Troy leads the Rec and Leisure Committee for the City of Saskatoon. He indicated there will be a professional soccer team in Saskatoon by 2019.

Troy stated both the north commuter bridge and the new traffic bridge development are on schedule.

He reminded everyone the Remail Modern Art Gallery opens on Saturday, October 21 with free admission.

He briefly discussed the [2018-2019](#) budget increase of 4.6% with 2.1% coming from the city and 2.5% coming from the province. The budget will be discussed over several days in November before final approval.

Troy invited all Hampton Village residents with specific concerns to email him directly so he can respond and investigate appropriately. His email is Troy.Davies@Saskatoon.ca

b. Nathalie Baudais- City of Saskatoon Traffic Engineer

Hampton Village Neighbourhood has undergone multiple changes in a short period of time which has resulted in changes to traffic patterns.

The traffic department has done their best to anticipate implications of these changes and has been monitoring since they've been installed.

They are working with school principals and boards to assess any additional changes which may be required.

They have received feedback from the public on the changes at several locations.

Nathalie reviewed the changes they are making based on their observations and the feedback they received.

There were four locations where revisions were required. These are:

East Hampton Blvd and Hampton Gate where Parking restrictions increased to improve turning movements.

Similarly, at **West Hampton Blvd and Hampton Gate** Parking restrictions increased to improve turning movements.

School Zone Parking has additional restrictions in laneways to maintain access for residents.

Parking and stopping restrictions were implemented to maintain visibility at Denham intersection and pedestrian corridor.

One-way signage was added to Hampton Gate to inform people exiting the school parking lot of the one-way direction of traffic.

Drop-off / pick-up zone

Parking restrictions

Bus loading zone shortened.

Henick Lane- A **temporary** 3-way stop was installed at Henick Crescent / Henick Lane to reduce short-cutting traffic while McClocklin Road is under construction.

All traffic calming measures were implemented after feedback provided through two Neighborhood Traffic Reviews (NTR) and a period of online feedback. The calming measures that have been implemented will be monitored during the winter for their effectiveness. Traffic calming measures are also reviewed after one year.

Specific concerns that were raised included:

Cars parked too close to the corner on Richards Road at McClocklin. Attendees wondered why there is a permanent medium at this location and felt parking should not be allowed adjacent to the medium as this restricts traffic flow.

Cars parked too close to the corners on Dawson Crescent.

Concerns were also raised about traffic flow during the winter due to snow build up.

Residents can submit concerns directly to Nathalie Baudais in the City Traffic Department. Nathalie.Baudais@Saskatoon.ca or Lanre Akindipe Olanrewaju.akindipe@saskatoon.ca

13. Door prize winner in attendance at the time of the draw was Christine. She won a \$100.00 gift card for the Superstore.

14. *Dave moved the meeting adjourn at 830. Chelsey seconded.*

Next Board meeting- November 8, 2017 @ 6:30 p.m. in the Community Resource Room at Hampton Schools.

Next AGM – October 10, 2018 6:00 p.m. Location to be confirmed.

*****REVISED DECEMBER 17TH, 2018. *****

Section 10.a.vi. Youth Soccer Coordinator:

Should read: "Melanie was re-elected by acclamation."

Revision approved at December 12, 2018 Monthly Board Meeting.