

**MINUTES OF THE 2017-2018 BOARD OF DIRECTORS SPECIAL MEETING**

**Calgary Rotary Challenger Park Society**

**Jan. 24<sup>th</sup>, 2018**

**Present:** Trevor T., Earl H., Dave H., Jim Z., Norm D., Doug M., Toby O-F., Leslie W., Brian K and Greg S. / Sheila M. / Brian G. / Kwabena O-K., (via teleconference)

**Regrets:** Matt N-B

**Absent:**

**Guests:**

**1.0 Call to Order – Leslie W.** called the meeting to order at 11:35 am.

**2.0 Introduction of Guests / Communication to Board (if any)**

**Consent Agenda – Handouts:** Nov. 15, 2017 Minutes, Cash Position Summary, Mawer Interim 4<sup>th</sup> Q. Report, 4<sup>th</sup> Q. Monitoring Report - DRAFT

**MOTION:** Moved by Toby O.F and **seconded** by David H. that the consent agenda be accepted as circulated. **MOTION CARRIED**

**3.0 Approval of Main Agenda**

**MOTION:** Moved by Earl H. and **seconded** by Norm D. that the agenda be accepted as circulated. **MOTION CARRIED**

**4.0 Business Arising From Previous Minutes (fi not already on the agenda) & Consent Agenda**

**4.1** Nothing came forward, other than what was on the Agenda.

**5.0 Board Business**

**5.1 YE Internal F/S to Dec. 31, 2017 – JZ** (*Handout – YTD F/S to Dec. 31, 2017*)

**MOTION:** Moved by Kwabena O.K and **seconded** by Earl H. that the Internal Financial Statements to Dec. 31, 2017 be accepted as circulated.

**MOTION CARRIED**

Jim reviewed and answered any questions that arose prior to the vote on the motion.

*(Trevor arrived and Leslie turned the meeting over to Trevor to Chair.)*

**5.2 Phase 4 – Funding Windup / Update – TT/JZ** (*Handout – Funding & Pledge Summary*)

**MOTION:** Moved by Doug M. and **seconded** by Toby O.F that the Park retain the RBC investment account and position this to be our Capital Project Fund. It is noted that the Burns contribution and any other money's being retained from the Phase 4 project, remain/be transferred to this account. (**NOTE:** Money's from this account can only be spent, with the approval of the Board, ideally addressed annually, in the budgeting process).

Note amendments.

**MOTION CARRIED**

Jim reviewed the handout and answered any questions prior to the vote on the motion.

**Update:** Jim noted that the land opportunity is currently being advertised with a realtor and Calgary Minor Soccer Association (CMSA) continues to be interested in a possible development on this land. CMSA is currently in dialogue with the Airport Authority, on securing approval for their type of use (could be confirmed by the end of February).

**MINUTES OF THE 2017-2018 BOARD OF DIRECTORS SPECIAL MEETING**

**Calgary Rotary Challenger Park Society**

**Jan. 24<sup>th</sup>, 2018**

If CSMA is successful in getting approval of their use, they may submit an Offer to us, shortly thereafter. If this occurs, any Offer will be first reviewed by the Executive Committee prior to coming to the Board for any approval.

**5.3 2018 KPI Draft – Jim Z. (Handout – Final Draft of 2018 KPI's)**

Jim spoke briefly to the proposed KPIs and answered any questions prior to leaving the room for the Board's in camera session.

**In Camera (12:20pm)**

**MOTION:** Moved by \_\_\_\_\_ and **seconded** by \_\_\_\_\_ that the KPI's for 2018 be approved as circulated (or amended)

**(Trevor to send Jim email confirming discussions)**

**12:45 pm** Jim returned to the meeting.

*(Trevor had to leaved the meeting at this time and turned the Chair over to Leslie.)*

**5.4 Ambassador Program Policy – TT/DM (Handout – Ambassadors For CRCP)**

**MOTION:** Moved by David H. and **seconded** by Sheila M. that the Ambassador Policy, as circulated, continue as is and invitations be issued to the Chief Staff Officer of the Calgary Airport Authority and Parks Foundation Calgary to join our Ambassador team.

**MOTION CARRIED**

*Prior to the vote, Dave gave an updated to the Board on what has happened since the last meeting.*

**5.5 City M & O Agreement Process Update – Greg S. /Jim Z.**

Greg S. gave a quick overview of what is occurring. The City and the Airport continue to work on the land assignment portion (he also confirmed that an Environmental Assessment -Level 1, would be carried out if all proceeds forward). Jim Z. confirmed the Society would be covering up to ½ of the cost of this Assessment. Maximum \$5,000.

Jim also confirmed that our legal counsel has reviewed (and provided any input into) the DRAFT Funding Agreement that is now back, in the City's hands, to review. If matters continue to proceed, the DRAFT will first go to our Executive Committee to review and then on to the Board for review and final approval.

*(Greg S. had to leave the meeting at this time.)*

**5.6 Nominations Committee – DH**

David reviewed the status of the committee's recommendations and put forward the following motions.

**MINUTES OF THE 2017-2018 BOARD OF DIRECTORS SPECIAL MEETING**

**Calgary Rotary Challenger Park Society**

**Jan. 24<sup>th</sup>, 2018**

a. **MOTION:** Moved by David H. and seconded by Sheila M., that the Nomination's Committee, after polling our current Board, makes the following recommendations, in accordance to Article 6.08 "Term of Office" in our By-Laws:

- that Brian G., Matt N-B and Earl H. be granted a one (1), two (2) and three (3) year extensions respectively, beginning after the May 2019 AGM for Brian and Matt and 2020 AGM, for Earl; and
- that Toby O.F. be granted a one (1) additional consecutive three (3) year term beginning after the May 2020 AGM

**MOTION CARRIED**

b. **MOTION:** Moved by David H. seconded by Sheila M. that the Nomination's Committee, after polling our current Board, makes the following recommendations:

- that Toby O.F. shall assume the Vice-Chair's position effective after the May 2018 AGM; and
- that Toby O.F. shall assume the Board Chair position after the May 2019 AGM, for a 3 year period or longer.

**MOTION CARRIED**

David also noted that Matt is prepared to stay on as our Secretary-Treasurer until he completes his revised term, and that we will be looking for someone to step into the Vice Chair's role in May 2019.

**5.7 Other Business – JZ**

- Jim noted that the Rotary 5360 district office will be moving to the Park starting June 15 and that the All Presidents monthly meeting may also be moving to the Park in a few months.

**6.0 EVENT REMINDERS:**

**Next Casino is June 24 & 25, 2018 (Elbow River)  
Family Day – June 23, 2018  
Our Golf Tournament – August 29, 2018  
REVISED AGM date of May 16, 2018  
Christmas Social – November 21, 2018**

**7.0 Adjournment**      **Moved by Doug M. at 1:05 pm**

**NEXT REGULARLY SCHEDULED MEETING:  
April 25<sup>th</sup>, 2018 (11:30 am here at the Park)**

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Trevor T. Meeting Chair

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Recording Secretary