

CRCP SOCIETY 2017-2018 Board of Directors Agenda

DRAFT BOARD MEETING

Alberta Canada Century Field House (next to running track)

11:30 am – 1:30pm, Wednesday, June 27, 2018

Legend: (D)– Discussion/ (I)– Information/ (M)– Motion/ (DA)– Document Attached/
(DAM)– Document At Meeting / DPM - Document Prior To Meeting

ITEM	LEAD	TIME	LEGEND
1. Call to Order	TT	-	-
2. Introduction of Guests Communication to the Board (if any)	TT	-	-
CONSENT AGENDA	TT	5m	
(Items only discussed if brought forward to noted section from the MAIN agenda.)			
a. Approval of May 16, 2018 Minutes			DA-PM
b. Cash Position Summary			DA
c. Mawer & RBC DS - Interim 2 nd Q. Summaries			DA
3. Approval of Main Agenda	TT	1m	M
MAIN AGENDA			
4. Business Arising Previous Minutes	TT	-	-
5. Board Business			
5.1 Board Committees (current continuing)	TT	15m	D
5.2 Land Parcel Direction	Exec.Cmmt. (TT)	20m	DAI
5.3 Other Business			
• City/YYC Agreement Update	JZ		
• Casino Update	TT/JZ		
•			
6. Event Reminders/Updates	TT/JZ		
Aug. 29th, 2018 Golf Tourney Nov. 21, 2018 - Rotary Challenger Parks Christmas Social (Calgary Golf and Country Club) May 15, 2019 - AGM			
7. Next Meeting – Sept. 19, 2018 (11:30 am) (prior to the AGM)	TT	1m	I

SEE REVERSE

Note: List of non-reoccurring motions, if any, known at the time the agenda are on the reverse along with outstanding matters to be addressed in the future:

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11:30 am – 1:30pm, Wednesday, June 27, 2018

NO-REOCCURRING MOTION (S)

Agenda Item	Motion (s)
5.2	Moved by _____ and seconded by _____, that the General Principle statement and guidelines be approved as circulated (or amended).

MATTERS IDENTIFIED, UNDER REVIEW AND/OR BEING CONSIDERED

ITEM	WHO (INDIVIDUAL/ COMMITTEE) IS RESPONSIBLE:	ANTICIPATE COMING TO BOARD – WHEN/AS

Note: List of non-reoccurring motions, if any, known at the time the agenda are on the reverse along with outstanding matters to be addressed in the future:

MINUTES OF THE 2017-2018 BOARD OF DIRECTORS PRE AGM MEETING

Calgary Rotary Challenger Park Society
May 16, 2018

Present: Trevor T., Dave H., Jim Z., Toby O-F., Brian G., Matt N-B, Norm D. and Sheila M., as well as Doug M. (via teleconference)

Regrets: Brian K., Leslie W., and Greg S. **Absent:** Kwabena O-K. and Earl H. **Guests:**

1.0 Call to Order – Trevor T. called the meeting to order at 10:35 am.

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

Consent Agenda – *Handouts: Apr. 25, 2018 Minutes and Cash Position Summary*

MOTION: Moved by David H. and **seconded** by Brian G. that the consent agenda be accepted as circulated. **MOTION CARRIED**

3.0 Approval of Main Agenda

MOTION: Moved by Toby O-F and **seconded** by Brian G. that the agenda be accepted as circulated. **MOTION CARRIED**

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

There is nothing coming forward, other than what is on the agenda.

5.0 Board Business

5.1 Pre AGM Motions – TT

Trevor reviewed the purpose of the following motions.

Motion: Moved by Matt N-B and seconded by Norm D. that the Record Date for voting at the AGM be May 11th, 2018. **MOTION CARRIED**

Motion: Moved by Brian G. and seconded by Sheila M. that the number of Directors for 2018 – 2019 be set at twelve (12). **MOTION CARRIED**

5.2 AGM Agenda – TT

Trevor noted the motion below is drafted in case it is needed for the AGM and the second is only noted so our Nomination’s Chair is given a heads up..

Motion: Moved by Norm D. and seconded by Matt N-B that we dispense with the reading of the minutes of the Annual Meeting held on May 24th, 2017. **MOTION CARRIED.**

I, David H., hereby nominate (see slate) for the term (s) noted on the election slate, as a Director of the Society.

MINUTES OF THE 2017-2018 BOARD OF DIRECTORS PRE AGM MEETING

Calgary Rotary Challenger Park Society
May 16, 2018

5.3 Suggested Meeting Schedule – TT/JZ

Trevor reviewed what was circulated and answered any questions that were raised. It was agreed that our meeting schedule for the year will be as follows:

Meeting Day/ Start Time: Wednesdays (11:30am)

Month	Dates Confirmed
June	27
Sept.	19
Nov.	14
Nov.	21 (Wed.) – Christmas Social
Jan.	23
Apr.	**24
May	15 (AGM ONLY)

** We will ensure to deal with any AGM matters (like today’s items) at the April Board meeting, so a “pre” AGM Board meeting would not be required.

5.4 Other Business – TT/JZ

5.4.1 Land Update: Jim reviewed the status to date, noting that the two (2) groups previously noted, to the best of his knowledge, are still interested.

NOTE: It was agreed that at our June meeting the Board will have an open discussion on setting some high level parameters around the development of the new land parcel.

5.4.2 Casino Update: Jim noted that the audit department has contacted him and an initial meeting with Trevor and himself will be handled after June 5th. From there they will proceed with what is needed.

6.0 EVENT REMINDERS:

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

7.0 Adjournment Moved by Norm D. at 11:19 am

**NEXT REGULARLY SCHEDULED MEETING:
June 27, 2018 (11:30 am at the Park)**

Trevor T. Meeting Chair

Recording Secretary

CASH POSITION SUMMARY

As Of June 20, 2018 (unless otherwise stated)

\$

a. Bank Accounts

General Acct. (net of o/s cheques)	72,373
Everyone Can Play Fund	90,642
Segregated	27,545
Casino (net of o/s cheques)	62
1 - Segregated – Phase 4	Closed

b. Reserves & Investments (GIC does not reflect any interest accrued)

3 - Life Cycle Reserve – LCR (Mawer) - June 19	565,756
Operating Reserve – OR (Mawer) – June 19	394,499
2 – Capital Project Fund – CPF (RBC DS) – June 19	695,951
OPS GIC	200,000

-
- 1 – Account Closed
 - 2 – Established Acct. November 2015 initially for receipt of donated securities and major pledges re: Ph. 4 (Deposited 1st \$500,000 Anonymous Donor installment). At the beginning of 2018 any other Ph. 4 funds that were in our Segregated Acct., where the funder lifted the Ph. 4 restriction, was then deposited into this acct.. This account was renamed the Capital Projects Fund.
 - 3 – Withdrew \$175,000 in 2017 for Life Cycle Work to match WED grant.

Note:

- A. L.C.R. - Principle invested was: \$516,569.47 (Fund Established: Mar. 2012); & O.R. – Principle invested was: \$296,030.13 (Fund Established: Oct. 2013)
C.P.F. – \$500,000 principle invested in Nov. 2015 / \$141,015 principle added in January 2018
- B. Reserve Contributions Approved (2018)
Life Cycle – 70,000 Operating Reserve – 5,000
- C. Capital Spending (2018)
Minor Capital Improvements \$15,000
- D. Remaining Surplus Allocated For:
YE Working Capital Projected -> TBA



Summary

20 Jun 2018

Balances as of 19 Jun 2018

My DS Accounts		Short	Cash	Investments	Total
70186085 - Investment Account	CAD	0.00	10,824.29	635,821.27	646,645.56
	USD	0.00	23.18	37,118.80	37,141.98
				Combined Total in CAD:	695,951.53
Exchange Rate: 1 USD = 1.3275 CAD				Combined Total in USD:	524,257.27

Valuation

Calgary Rotary Challenger Park Society **Operations Reserve Fund - 5651787 (\$CAD)**

As of: June 19, 2018

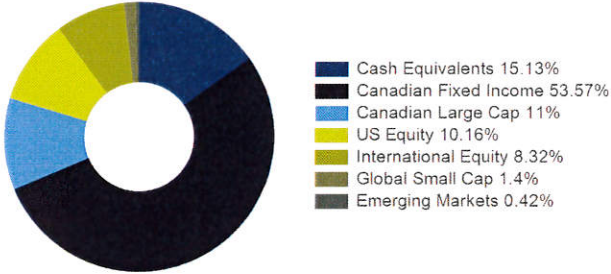
Held At: State Street Trust Company Canada as Custodian

AGENDA ITEM: 2.c

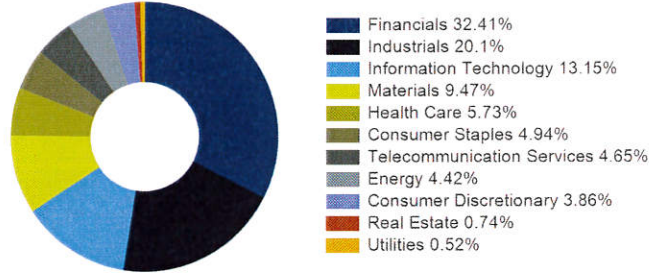
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Asset Mix



Equity Sector Weights



Security	Quantity	Unit Cost	Adjusted Cost *	Market Price	Market Value	Market Yield	Estimated Annual Income	Weight
Cash Equivalents								
Mawer Funds - MM								
Mawer Canadian Money Market Fund Series O	5,383.7310	\$10.00	\$53,837.31	\$10.00	\$53,837.31	0.91%	\$488.61	13.65%
Total Mawer Funds - MM			\$53,837.31		\$53,837.31	0.91%	\$488.61	13.65%
Total Cash Equivalents			\$53,837.31		\$53,837.31	0.91%	\$488.61	13.65%
Canadian Fixed Income								
Mawer Pooled Funds - FI								
Mawer Canadian Bond Pooled Fund	21,547.0421	\$9.70	\$208,989.38	\$9.88	\$212,953.73	2.71%	\$5,770.30	53.98%
Total Mawer Pooled Funds - FI			\$208,989.38		\$212,953.73	2.71%	\$5,770.30	53.98%
Total Canadian Fixed Income			\$208,989.38		\$212,953.73	2.71%	\$5,770.30	53.98%
Equity								
Canadian Large Cap								
Mawer Canadian Equity Pooled Fund	1,486.2509	\$21.97	\$32,655.58	\$26.13	\$38,832.91	2.46%	\$955.96	9.84%
Total Canadian Large Cap			\$32,655.58		\$38,832.91	2.46%	\$955.96	9.84%
Global Equity								
Mawer Global Equity Fund Series O	2,944.7618	\$16.07	\$47,328.11	\$30.18	\$88,875.27	1.94%	\$1,725.63	22.53%
Total Global Equity			\$47,328.11		\$88,875.27	1.94%	\$1,725.63	22.53%
Total Equity			\$79,983.70		\$127,708.18	2.10%	\$2,681.59	32.37%
Total			\$342,810.39		\$394,499.22	2.27%	\$8,940.49	100.00%

"Adjusted Cost" implies "Book Cost", and is composed of the total amount paid to purchase a security, including any transaction charges related to the purchase, adjusted for reinvested distributions, returns of capital and corporate reorganizations.

***The adjusted cost of this position is indeterminate. The market value of the position as of December 31, 2015 has been used in lieu of an accurate adjusted cost base

Mawer Mutual Funds, including the Canadian Money Market Fund, are not covered by the Canada Deposit Insurance Corporation or by any other government deposit insurer.

Valuation

Calgary Rotary Challenger Park Society Life Cycle Fund - 1714967 (\$CAD)

As of: June 19, 2018

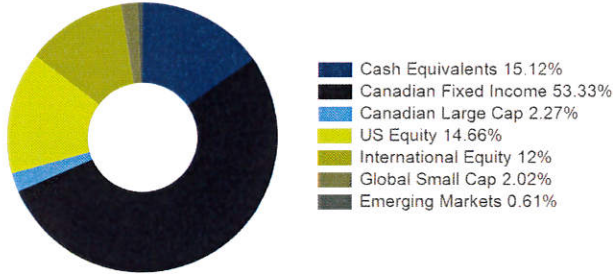
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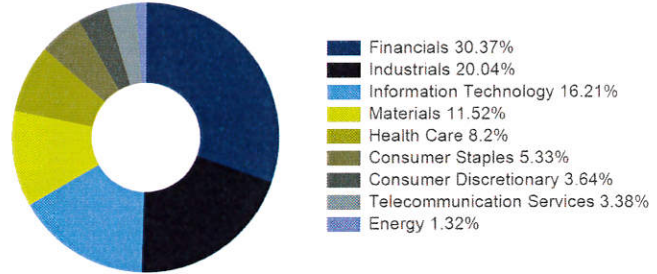
AGENDA ITEM: 2.c

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Asset Mix



Equity Sector Weights



Security	Quantity	Unit Cost	Adjusted Cost *	Market Price	Market Value	Market Yield	Estimated Annual Income	Weight
Cash Equivalents								
Mawer Funds - MM								
Mawer Canadian Money Market Fund Series O	7,779.4700	\$10.00	\$77,794.70	\$10.00	\$77,794.70	0.91%	\$706.03	13.75%
Total Mawer Funds - MM			\$77,794.70		\$77,794.70	0.91%	\$706.03	13.75%
Total Cash Equivalents			\$77,794.70		\$77,794.70	0.91%	\$706.03	13.75%
Canadian Fixed Income								
Mawer Pooled Funds - FI								
Mawer Canadian Bond Pooled Fund	30,765.7773	\$9.82	\$302,018.96	\$9.88	\$304,064.33	2.71%	\$8,239.08	53.74%
Total Mawer Pooled Funds - FI			\$302,018.96		\$304,064.33	2.71%	\$8,239.08	53.74%
Total Canadian Fixed Income			\$302,018.96		\$304,064.33	2.71%	\$8,239.08	53.74%
Equity								
Global Equity								
Mawer Global Equity Fund Series O	6,093.2007	\$14.46	\$88,080.82	\$30.18	\$183,897.67	1.94%	\$3,570.62	32.50%
Total Global Equity			\$88,080.82		\$183,897.67	1.94%	\$3,570.62	32.50%
Total Equity			\$88,080.82		\$183,897.67	1.94%	\$3,570.62	32.50%
Total			\$467,894.49		\$565,756.70	2.21%	\$12,515.72	100.00%

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Proposed By The Executive Committee

General Principle Statement and Guidelines (re: Land Parcel Development)

The purpose of this General Principle Statement is to provide guidelines, to our Board and Executive Director, in reviewing and seeking, respectively, development opportunities/proposals.

Guidelines

Development Proposals will:

1. Support the vision, mission and values of the Park.
2. Be considered from either private and/or public sector Developers.
3. Be lead by an outside Developer, but not to the total exclusion of the Park being involved, if the Park so chooses.
4. Reflect the key Park values of inclusion and accessibility, and subsequently be barrier-free for everyone for whom the development will serve.
5. Consider the reputational risk of certain business ventures to the Park and its users.
6. Promote a continued safe and healthy environment around the Park.