



NORTH BOW COMMUNITY FACILITY BOARD

AGM Meeting Minutes

Tuesday December 5, 8:00pm

Langdon Fieldhouse Garage

Attendance: Brendan Connolly, Corrie Carrobourg, Tony Baker, Tom Craig, Charmaine James, Kyle Wade, Coralee McIntosh, Travis Tweit, Steph Brundige, Jessica Smythe, Al Schule

Guests: Bob Malone

Call to Order: 8:08pm

New Items:

1. Adopting the Agenda – a motion was made by Tony Baker to accept the Agenda as presented
Seconded by Steph Brundige, all In Favor.
2. Adopting the Minutes of the last Annual General Meeting – these minutes were not available at this time. Tom Craig – Motioned that we adjust this line item to show “adopt minutes of the November 14th NBCFB Meeting. Seconded by Corrie Carrobourg. The Minutes from the November 14, 2017 meeting were presented and accepted.
3. Communication Update – Very brief update:
 - a. Website: this has been updated to show the current site sign. A question was addressed if the past minutes have been added to the website and at this time we are unsure, so an action item will be sent to the Communications Committee to have most 2017 minutes added to the website.
 - b. Newsletter: The Newsletter is printed and will be distributed through the Langdon Waterworks Bills. A hard copy was produced and passed around for all to see.
 - c. Side note – the site sign, can we look at purchasing solar lights for the top of the new site sign, due less daylight in the winter months it would be great to find a way to illuminate the upcoming project as the sign was placed in a very visible location.
4. Fundraising Update – Very brief update:
 - a. Working with Vitreo on a fundraising campaign. Current focus is on corporate sponsors and will be launching a community campaign in 2018. Next Fundraising meeting will be Sunday December 10th at the Langdon Fieldhouse. If you would like to see what has been accomplished so far by this committee then please come to the meeting.
5. Membership of the NBCFB for current Fiscal Year – In the past the North Bow Community Facility Board was comprised of a member from every user group within Langdon and surrounding division 4. Over time this membership has decreased. Focus now has returned to

introduce all these parties to the NBCFB and work together to promote activities within Division 4 and the successful completion of the 45 acre site in Langdon. Motion – that the NBCFB President will make a personal effort to contact all individuals listed on the Board Participant Spreadsheet and re-introduces themselves and the NBCFB. Inviting them back to the table and introducing the items we are currently entertaining. Seconded – Corrie Carrobourg, all in favor.

6. Detailed Financial Statements – A detailed financial statement was presented to everyone in attendance. Highlighting Income, Disbursements, Assets and Liabilities and the Auditors report.
7. Appointing the Auditors – Tom Craig nominated Tony Baker, Kyle Wade and Corrie Carrobourg as the team of independent auditors to audit the NBCFB 2017 Financials.
8. Electing the Members of the Board – There are 4 Executive positions that will be elected at this AGM. Those positions are Chair, Vice Chair, Secretary and Treasurer. Terms will also be determined by the pulling of years out of a hat. 1 year, 2, year and 3 year terms. The Chair and Vice Chair will also not have similar terms. Those terms will be staggered as to not cause difficulties within the Board.
 - a. Chair – Tom Craig nominated himself for the Chair position. Seconded by Corrie Carrobourg , all in favor
 - b. Vice Chair – Corrie Carrobourg was nominated by Tony Baker. Corrie accepted the nomination , all in favor
 - c. Secretary – Charmaine James let her name stand for the position. All in favor
 - d. Treasurer – Tony Baker nominated himself for the Treasurer position, Steph Brundige seconded, all in favor.

Corrie Carrobourg made a motion that the bank accounts with Mountain View Credit Union need to be updated to show that Steph Brundige will be removed as Treasurer and Tony Baker will be added. The 2 other signors, Corrie Carrobourg and Tom Craig will remain the same.

9. Motion was made to make all NBCFB meetings for 2018 at the 3rd Tuesday of the month. This allows for better scheduling as it is planned for an entire year. Seconded by Tom Craig, all in favor.

Future Fundraising meeting Sunday December 10, 2017 7pm

Next NBCFB Meeting – Tuesday January 16, 2018 (and the third Tuesday of the month going forward)

Adjoined @ 9:15pm