



LCA Board of Directors Meeting

August 10, 2025, 630pm at Fieldhouse

Attendees

Nicole Porquet-Seitz – Chair

Shawna Weir-Murphy – Vice Chair

Tony Baker – Capital Project Lead

Jolene Feiber – AGLC/Gaming Lead

Leanne Murray – Communications Lead

Janette Messer – Board Member

Kristein Johnson – Executive Director

Lindsay Grindle – Employee/Community Member

Agenda

- Motion to approve agenda: Nicole, seconded by Tony
 - Motion to approve previous minutes: Nicole, seconded by Tony
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Old Business

1. Maintenance & Courts

- Lindsay will trim bushes and clean security cameras.
- Lindsay will assess how much paint is required for the courts and update Kristein. Painting will take place while the parking lot is closed, with signage posted to inform the public.
- FH main room painting to occur on the weekends that the parking lot is closed

2. Square Signage

- Jolene will create a sign for the square noting a \$0.50 charge on all purchases under \$5.

3. Succession Planning

- An Events Lead & capital project lead are still required. Leanne to advertise this on socials.

4. Rental Contracts

- Contracts for ongoing rentals must be updated for the 2025–2026 year. Kristein to complete and send for review by email to the board as contract changes are to occur.

5. Kitchen Project



- Quotes will be requested for an electrical upgrade in the kitchen. - Nicole
 - 6. **Rec Centre Update**
 - Rocky View County (RVC) had planning meetings with local groups including LCA. We requested establishing project timelines.
 - The LCA has decided not to operate the Rec Centre.
 - 7. **Outdoor Rink**
 - The project is moving forward; supplies are being ordered.
 - Awaiting confirmation from CFEP regarding additional funding.
 - 8. **Playground**
 - Jubilee Landscape construction to begin soon.
 - An Emergency Funding application will be submitted to RVC.
 - 9. **Parking Lot**
 - Work scheduled to begin mid-September.
 - A map will be created to show RVC where conduit is needed for electrical, communications, and internet. Nicole will prepare this map.
 - 10. **Fieldhouse Cleaning**
 - Kristein will work to find volunteers to clean rags at the Fieldhouse.
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New Business

1. **Occupied Lands Report**
 - Nicole presented the annual RVC report outlining areas requiring attention. The report contains inaccuracies; some listed items are not on LCA-leased property.
 - Lindsay has been tasked with addressing all items related to LCA lands.
2. **Key Fobs**
 - Jolene will distribute the current list of individuals with key fobs for the front door and set up new ones as needed.
 - Kristein will upload the updated list to SharePoint.
3. **Long-Term Contracts**
 - Kristein will review all facility contracts.
 - Rates will remain unchanged, but renewals will extend through December 31, aligning with LCA's fiscal year.
4. **Eastlink Transition**
 - Jolene has reached out and is awaiting a response regarding the Eastlink transition, which will require new cabling.
5. **Light Up Langdon**
 - The Langdon Chamber has stepped away from this project. LCA may assume responsibility, which would involve:
 - Advertising through multiple channels
 - Managing the voting process



- Creating maps, registration, and voting forms
 - Gathering prizes
 - Janette will research how Okotoks has managed a similar initiative.
 - 6. **Fall & Winter Events**
 - **Halloween Family Bingo (October 25):**
 - Will include a Halloween event. Due to rink construction, the south ball diamond will host the pumpkin activities.
 - Activities include a Jellybean dance, family bingo, and a teen dance.
 - Shawna will connect with Todd regarding the teen dance.
 - Library and Synergy will be asked to participate with activities.
 - **Christmas Event (November 29):**
 - Includes a Christmas Market and Family Bingo.
 - Library and Synergy will be asked to contribute activities.
 - Jolene will explore options for horse-drawn carriage rides.
 - **Movies:**
 - Scheduled for August 17 and September 12.
 - LCA will consider purchasing a 2026 movie license, estimated at \$1,500.
 - 7. **Financial Policy**
 - Nicole reviewed the Financial Policy with the Board.
 - Motion to approve: Nicole, seconded by Tony.
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Adjournment

- Meeting adjourned at 8:10 p.m.

Next Meeting

Sept 30th 630pm at QRC