



Langdon Community
Association

Box 134

Langdon, AB T0J 1X0

LCA Meeting - May 15, 2023
Location – Qualico Resource center
Time – 7:00pm

In attendance:
Chrissy, Georga, Nicole, Brian, Shawna, Tony.

1. Approval of Agenda
 - Brian – Second Tony
2. Approval of Minutes from April 16, 2023
 - Georga – Second: Chrissy
4. Team building – Favorite Camping Meal
5. Reports – see below
 - LCC next meeting – Not scheduled yet
5. Standing Business
 - Risk management – no update - summer student item
 - Succession Planning – review document in Sharepoint – no update
 - Education – Those planning on new board positions or new board members can attend Federation of Calgary Communities education for their position – no update
 - Strategic Planning- policy & procedure document under review – ongoing – should have update soon
 - Langdon Community Collaborative – (LCC)
 - Healthy communities’ initiative is complete. Next meeting is TBD. The next project would probably be the rec center and more committee members will be required. If you want to be involved, speak to Chrissy.
6. Discussion
 - Elect vice chair
 - Georga has agreed to step forward as the new vice chair for the LCA effective immediately – Tony second – all in favor. Motion passed
 - Chrissy provided 30 days notification to tender her resignation as the chair of the LCA and from any further role on the board of directors. Based on this notification – a new Chair needs to be elected.
 - Nicole has agreed to step forward as the new chair for the LCA effective immediately – Georga second – all in favor. Motion passed.
 - The role of treasurer and secretary remain unchanged.
 - Board Roles

With the newly appointed board positions the following changes will also come into affect.

AGLC Contact – Georga
Communication – Nicole
Capital Projects – Tony
Events – Shawna & Jolene
Executive Director – Management of parks, fieldhouse & programs (Currently in hiring phase – will be announced at the next meeting)

The changing of the board roles requires updates at the bank. The changing of the signing authority will take place after the hiring of the executive director position in order to avoid having to go twice to make these changes.

MOTION: Chrissy made a motion remove Jessica from the signing authority at the bank and to add both Nicole and Georga to the signing authority. In addition, the signing authority will also include the new executive director. Second: Tony – all in favor – passed.

- Budget update
We have a budget of \$30-35K to hire an executive director for a 7 month contract – motion previously passed). The hiring committee is Nicole, Georga and Shawna and interviews will happen the week of May 22 with an initial start date targeting for June 1, 2023.
- Staff/hiring update.
Summer Student – Ben – who was our summer student from last year has applied and agreed to return again this year.
Executive Director position – see above.
- Easter egg hunt review
Easter Egg hunt went well. Had some issues with flooding in the area. We need to watch where the ice from the rink is dumped next year to avoid flooding in the future.
Chrissy was able to pre-purchase all of the supplies needed for the 2024 hunt at sale prices which will save us on budget for next year.
- QRC update
QRC building does not yet have occupancy. We did not pass inspection and have a few items which require changes. One of these is the stairs at both the front and back entrance. According to the inspection – these stairs need to be redone to match commercial code regulations – currently the stairs as set for an ATCO trailer code and not commercial. The cost to re-do the stairs is \$ 1200 total (\$600 per set). The contract is asking if there is anything LCA can do to assist with these costs.
MOTION: Georga made a motion to negotiate with the contract to a maximum of \$ 400 to assist with the re-do of the stairs to match code – Tony second – All in favor – Passed.
- Post office update
This is ongoing – they will be moving into the garage the last week in May with the target opening early June.
- Scheduling concerns
There is a concern regarding schedule in the baseball community with a lot of miscommunications occurring. All agreed to keep the community

with booking as the LCA. Tony will go back to the ball community and send an email. All communication for booking of the diamonds should flow through the executive director for LCA.

- Irrigation Project
Irrigation project has been scheduled and added to into the booking software. JC Seitz has been awarded the contract. JC will complete one diamond before Langdon Days and the other three will be completed after. This schedule has been coordinated to avoid any cancellations needed for tournaments and events.
Currently the pump at IHF has not been turned on by the county. Chrissy is following up.
- Langdon Days Update
Langdon Days planning has been started. Need a few more volunteers to join the committee and assist with the organization.

7. Additions to the agenda:

- Camping
Tony has contacted Brymor to request camping during tournaments and has been declined. He has also approached the county about camping on the utility easement and has received a no from the county. Members of the LCA will discuss with local residence to come up with a solution. In the meantime, we still have camping available across the highway.
- Baseball fees
Under review.

Motions

- Sent by email –
- Motion: To approve the ordering of 2 sets of nail drags. Motioned by Tony, second by Nicole. 8 approved, 3 abstained
- Motion: To approve the hiring of Seitz for the Irrigation project at IHF one diamond at time. Approval of 3 other diamonds will depend on evaluation after the first diamond is completed. Second by Georgia 9 approved, 2 abstained
- Motion: The LCA to Hire an executive director to run the operations as defined in our policy & procedure documents, using current operational funds. Second by Nicki. 8 in favor, 2 abstained

- Approved in meeting –
- MOTION: Georga made a motion to negotiate with the contract to a maximum of \$ 400 to assist with the re-do of the stairs to match code – Tony second – All in favor – Passed.
- MOTION: Chrissy made a motion to remove Jessica from the signing authority at the bank and to add both Nicole and Georga to the signing authority. In addition, the signing authority will also include the new executive director. Second: Tony – all in favor – passed.

Adjourned 8:35pm

Reports

Events report –

Funds development report – Lots of reports are being finalized over the last grants we received.

Communication report –

Parks report –

Program report –

Fieldhouse report –

Capital Projects Report –

Bingo Report – need minimum of 2 board members at each bingo. It would be ideal for all board members to know how to run a bingo so that the same few are not getting burnt out. This is a monthly event but also a monthly fundraiser that depending on the crowd makes \$200-\$600.

Signed:

LCA Board Chair: _____

LCA Board Vice Chair: _____

LCA Secretary: _____

LCA Treasurer: _____

LCA Executive Director: _____