

**LAND ACKNOWLEDGEMENT:** The NHCA would like to take this opportunity to acknowledge the traditional territories of the peoples of the Treaty 7 region in Southern Alberta, which includes the Blackfoot First Nation tribes of Siksika, the Piikuni, the Kainai, the Stoney Nakoda First Nations tribes of Chiniki, Bearspaw, and Wesley and the Tsuut’ina First Nation. Calgary is also homeland to the historic Northwest Métis and to Métis Nation of Alberta, Region 3.

Northern Hills Community Association

Summary of Board Meeting

Oct 21, 2020

GUEST UPDATES	
Presidents Update	<ul style="list-style-type: none"> <li>• AGM Nov 14, 2020 7pm - Red Gym</li> <li>• Halloween @ Vivo Oct 31 1-5pm</li> </ul>
Ward 3 Office ( Cllr Jyoti Gondek)	<ul style="list-style-type: none"> <li>• Pathway Pavement is put on pause until the funding is secured</li> <li>• Panorama and Coventry Hills selected for the pilot for neighbourhood pathway improvement project (bikes, walkability, etc.)               <ul style="list-style-type: none"> <li>• Engage.calgary.ca/panoramahills until Nov 8</li> </ul> </li> <li>• PUD (Planning and Urban Development) and Green Line committee and Councillor's involvement and role in those two major committees</li> <li>• Enquiry about the tree pruning in the community</li> </ul>
MP Calgary Nose Hill Office (MP Michelle Rempel)	<ul style="list-style-type: none"> <li>• Virtual Townhall had a great attendance</li> <li>• Government supports will be changing               <ul style="list-style-type: none"> <li>• If we receive any concerns or questions about those changes direct them to the office</li> </ul> </li> <li>• Some changes will be coming with the COVID-19 management and regulations (i.e. re-evaluating the measures)</li> </ul> <p>The office is working with the NHCA on exploring the support with the Gift of Joy</p>
Vivo Representative	Update from Vivo regarding the Coventry and Panorama Play Hubs for the Vivo Play Project:

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### External/Committee Report to NHCA Board

**Organization/Committee:** VIVO PLAY PROJECT **Date:** 20 OCTOBER 2020

**Type of Report (please select all that apply):**

Information  Discussion  Action

**Statement of issue and/or area of report:**

Coventry Hills and Panorama Hills Play Hubs

**Background information and possible impact of issue and/or area:**

Coventry Hills Play Hub (COVHUB)

- Optional Amenities Agreement held by NHCA. Thank you, and Angela Williams (NPC) and Alan Joiner (Parks) for your help with obtaining this permit!
- The storage cube for the Coventry Hills Play Hub was installed earlier in September.
  - It caused great amusement within the Coventry Community Facebook group due to a mishap with the wrong type of paint, which caused us to be unable to use the stencil we had planned, and the hand painted "Come Play" sign to run, making it look a little creepy (but very much in theme with Halloween).  
We ordered vinyl lettering to stick to the cube instead. In the meantime, we were informed that a Canadian film company had been filming a horror movie called "Come Play", due for release at the end of this month, in time for Halloween. On discovering this, we decided to re-print the vinyl so that it reads "Play Hub" instead.
  - A 3-1-1 call was made to the City, complaining of "graffiti" on the cube (agreed, it was a bad paint job, but not "graffiti"). Moraig McCabe (Vivo Play Project) has liaised with NHCA, Parks and the NPC about this. Once the vinyl was ready from the printer, it was installed on the COVHUB cube, along with the new signage for the Play Hub.
- The first play event occurred on Friday, October 16<sup>th</sup>, 2020, and was a great success, despite the snow and cold.

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- The COVHUB schedule will be:
  - OCTOBER: every Friday from 1-4 PM
  - NOVEMBER: every Friday from 1:30-4:30 PM
  - Play schedule amendments are subject to participant feedback and earlier sunsets.
  - Advertised on Facebook; NHCA will be tagged as “co-hosts” of the play events, unless requested otherwise by NHCA.
- Greg is working on the Community Play Ambassador Training schedule. As soon as that is available, Moraig will forward information to the NHCA Board. *Please note:* until at least one member of NHCA is trained in the correct OH&S procedures for use of the Coventry Play Hub and contents, for when NHCA will be using the COVHUB or its contents for NHCA events, the Vivo Play Project is unable to give NHCA a key to the COVHUB, as outlined in the Play Hub Agreement MOA. Please forward the name of the NHCA designated volunteer (or staff member) to Moraig McCabe so that we can arrange the appropriate training.

Panorama Hills Play Hub (PANHUB)

- Optional Amenities Agreement will be held by NSRA.
- The storage cube for the Panorama Hills Play Hub has not yet been installed as we are waiting for the OAA.

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	 <p style="text-align: right;">Serving Country Hills, Country Hills Village, Coventry Hills, Harvest Hills and Panorama Hills</p> <p><i>LAND ACKNOWLEDGEMENT:</i> The NHCA would like to take this opportunity to acknowledge the traditional territories of the peoples of the Treaty 7 region in Southern Alberta, which includes the Blackfoot First Nation tribes of Siksika, the Piikuni, the Kainai, the Stoney Nakoda First Nations tribes of Chiniki, Bearspaw, and Wesley and the Tsuut'ina First Nation. Calgary is also homeland to the historic Northwest Métis and to Métis Nation of Alberta, Region 3.</p> <ul style="list-style-type: none"> <li>• Until the cube (or alternate on site storage) is in place, we are unable to host play events in Panorama due to AHS &amp; OH&amp;S COVID restrictions.</li> </ul> <p><b>Recommendation for board action, if any. State recommendations in the form of a motion.</b></p> <p>Please forward the name of the NHCA designated COVHUB volunteer (or staff member) to Moraig McCabe so that we can arrange the appropriate training.</p> <p><b>Time required for discussion/action during Board Meeting:</b></p> <p>Report can be sent by email for information; no time required at the meeting. Queries can be directed to Moraig McCabe at <a href="mailto:mmccabe@vivo.ca">mmccabe@vivo.ca</a></p>
<p><b>BOARD BUSINESS</b></p>	
<p>Executive Update</p>	<ul style="list-style-type: none"> <li>• Reminder of new meeting format             <ul style="list-style-type: none"> <li>• Committees time in board meeting: keep to 1 min or less for updates, unless there is an action or motion required</li> <li>• Actions required, please notify Secretary and item will be moved to beginning of the meeting (instead it will be moved ahead in our agenda)</li> </ul> </li> <li>• Organizational Health Assessment &amp; Service Measures Done</li> <li>• Director development - FCC Zoom Classes             <ul style="list-style-type: none"> <li>• Volunteer Recruitment - <b>Oct 27</b> 7-9pm</li> <li>• Employment Standards <b>Nov 12</b> - 7-9pm</li> <li>• Volunteer Retention and Recognition <b>Nov 25</b>, 7-9pm</li> <li>• Programming 101 <b>Dec 2</b> 10am-noon</li> <li>• Digital Newsletters <b>Dec 3</b> Noon-1pm</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>Board Basics 201 <b>Jan 21 2021</b>, 7-9pm</li> </ul>
Office Update	<ul style="list-style-type: none"> <li>HR update and planning</li> <li>Need help at the upcoming Halloween Event on Oct.31<sup>st</sup> 1-5pm East side at Vivo             <ul style="list-style-type: none"> <li>Connect with the HHHub</li> <li>A Director will help</li> </ul> </li> <li>Need help with Food Security items as part of the Provincial grant             <ul style="list-style-type: none"> <li>A Director will be able to support with the most with exception of Leftover Foundation due to the conflict of interest</li> <li>Ian will cover the relationship and work with the Leftover Foundation</li> </ul> </li> <li>Need help with AGM preparations – AGM Committee Directors will help</li> <li>Need help with Gift of Joy             <ul style="list-style-type: none"> <li>Directors will help</li> </ul> </li> </ul>
AGM	<ul style="list-style-type: none"> <li>AGM</li> </ul> <p><b>A Motion was made: Be it resolved that the NHCA hold an in-person Annual General Meeting on Nov 14, 2020 at Vivo.</b></p> <ul style="list-style-type: none"> <li>All in Favor, None Opposed, Motion Carried</li> <li>As soon as AGM complete, City of Calgary requires a copy of our approved Financials (technically by Nov 17)</li> <li>Bylaws require an update from Directors - President will make a 1 page slide for each. Can have more if needed. Need content of images and with least text possible.</li> <li>Need to plan for Vivo health screening and social distancing requirements.</li> <li>Food not recommended - maybe a coffee gift card?</li> <li>Quorum is 20 members (including Directors)</li> </ul>

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	<ul style="list-style-type: none"> <li>○ FCC AGM is tomorrow</li> </ul>
The Team Team	<p><b>A motion was made: Be it resolved that the NHCA adopt the Proposed Committee / Team Structure as amended.</b></p> <ul style="list-style-type: none"> <li>● <b>All in Favor, None Opposed, Motion Carried</b></li> </ul>
Casino	<ul style="list-style-type: none"> <li>● Casino Update             <ul style="list-style-type: none"> <li>● Successful overall</li> <li>● Conflict with a volunteer happened and the action will be to notify the AGLC to ban from any further casino fundraisers</li> <li>● There are important documents that need to be filled and kept for the next two years</li> <li>● Huge thank you to all our volunteers for their great work!</li> </ul> </li> </ul>
Finance	<ul style="list-style-type: none"> <li>● We have a new bookkeeper</li> <li>● CEBA update</li> <li>● M/C access for Bookkeeper</li> </ul>
Sports	<ul style="list-style-type: none"> <li>● Soccertech Contract is in progress once it will be finalized will be brought for a confirmation and signing</li> <li>● Indoor soccer is in works</li> </ul>
Volunteer Relations	<ul style="list-style-type: none"> <li>● Sundance college reached out to see if we could host a practicum student.</li> <li>● No cost the to NHCA, and insurance is covered by the College.</li> <li>● Program is Addictions and Community Health</li> <li>● NHCA is required to complete a brief evaluation of the student's performance at the conclusion of the practicum.</li> </ul> <p><b>A Motion was made: The NHCA shall accept a new practicum student for 140 hours.</b></p> <ul style="list-style-type: none"> <li>● All in Favor, None Opposed, Motion Carried</li> </ul>

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NHN Newsletter	<ul style="list-style-type: none"> <li>• Submission Deadline is now the 17th of each month, with an exception for items that need to be later, such as an update related to the Board meeting.</li> <li>• Analytics shows not very much traffic</li> <li>• Proposed Special Issue Topics:             <ul style="list-style-type: none"> <li>• January – Education, Non-profits and Charities</li> <li>• February - Health</li> <li>• March – Food and Restaurants</li> <li>• April – Taxes and Finance</li> <li>• May – Gardening and DIY</li> <li>• June – (<i>Graduation, Summer needs</i>)</li> <li>• July – (<i>BBQ, Canada day, Calgary Stampede</i>)</li> <li>• August – (<i>travel, camping, sightseeing</i>)</li> <li>• September – Back to School</li> <li>• October – Local Crafts and Small/Home Business, Halloween, Oktoberfest</li> <li>• November - Transportation</li> <li>• December – Holidays &amp; Family</li> </ul> </li> <li>• Need to meet with the Newsletter &amp; Communications Committee</li> </ul>
Communications	<ul style="list-style-type: none"> <li>• Office recommends a written policy regarding allowing staff to post information as instructed. Some updates are non-controversial/routine.</li> <li>• We no longer have an Engagement Coordinator</li> <li>• Workflow process re: Loomly</li> </ul> <p>We are due to revisit our current Social Media policy as our staffing and also the software management have changed. Staff will be reviewing this and changes made will be reviewed.</p>
Events & Programs	<ul style="list-style-type: none"> <li>• Halloween outdoor event on Oct.31st from 1-5pm at East side of Vivo</li> </ul>
Advocacy	<ul style="list-style-type: none"> <li>• High School development permit update             <ul style="list-style-type: none"> <li>• No structural changes</li> <li>• Mainly technical details (intersection lights, bike racks, football field, etc.)</li> </ul> </li> </ul>
Sports	<ul style="list-style-type: none"> <li>• Soccertech Contract</li> </ul>

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- Indoor Soccer Update



Serving Country Hills, Country Hills Village, Coventry Hills,  
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**Monthly Committee Report to the Board**

Committee/Organization: \_\_\_sports\_\_\_\_\_ Date: \_\_\_\_\_

Type of Report (please select all that apply):

Information                       Discussion                       Action

Statement of issue and/or area of report:

Fall/winter indoor soccer

Background information and possible impact of issue and/or area:

-Vivo space secured \$1377 less negotiated discount  
-Final draft of renewed contract with Soccertek finalizing with price point moving from \$25-\$30 per child  
-Soccertek to supply staffing to ensure safety protocol for a cost of approx. \$2337  
-If charging average of \$120/child and 100 kids register (compared to 200+ average of summer) we should net approx. \$5200 plus any sponsorship provided.

Recommendation for board action, if any. State recommendations in the form of a motion.

Time required for discussion/action during Board Meeting:



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Arts and Crafts	<p>Program updates</p> <ul style="list-style-type: none"> <li>- New Normal Community Art Gallery still has very low participation. Continuing to try new ways to reach people and engage, but coming to the conclusion that this is not a program people want. Moving to other ways to bring crafting to the community (continued social media instruction, take home craft kits, colouring pages, and creating a survey to find out what people want)</li> <li>- MyArt kids program being released in November. Kids teaching kids and sharing their artwork in online video. Hiring Muzna Amin through the Alberta grant as program manager.</li> <li>- Art Therapy's first session was last night, great sign-up response although only 4 people attended. Working with facilitator to increase participants next week.</li> </ul> <p>Arts and crafts require an online facilitator procedure and a new participant agreement to fulfil the needs of online video programming. Working with Shelby and Yana to produce these. Rough draft available, but will send these out as an email motion as they were not ready for tonight but will be needed asap.</p>
Beautification and Gardens	<ul style="list-style-type: none"> <li>• City 5 year plan for trees and bushes in the Northern Hills</li> <li>• Grant programs for Sign?</li> <li>• Garden Fence 2021 – Ads</li> <li>• TLC Kits need to be cleaned up for the winter and there are extra ones for next year</li> </ul>
IT	<ul style="list-style-type: none"> <li>• Will wait until after the AGM to change over the remaining emails so no one misses information</li> <li>• Software system is in works</li> </ul>
<b>MOTION TO ADJOURN</b>	<p><b>A Motion to Adjourn was called at: 9:05</b></p> <ul style="list-style-type: none"> <li>• All in Favor, None Opposed, Motion Carried</li> </ul>