



## November Meeting Minutes

Prestwick Room, McKenzie Town Hall

Nov 27, 2024

### **In Attendance:**

Sally Samuel  
Patrick Giroux  
Mike Pasma  
Justin Dabu  
Sarah Ferguson  
Joylynn Matheson

### **Regrets:**

Darvin Zuch  
Nancey Yip

**Meeting called to order at:** 7:34pm

### **Adoption of the October (And Previous) Meeting Minutes**

Mike made the motion. Sally seconded. Passed.

### **President's Report**

- Sally has gained access to Facebook and Instagram
- Inventory list started for supplies (e.g. pens, markers, games, etc), items stored at the MTC hall – to be moved to their storage
- **Action:** Sally to check where the items are stored and available space for items Patrick is holding (a few boxes).
- All directors have ability to respond to general email: [feedback@mckenziestowneassociation.ca](mailto:feedback@mckenziestowneassociation.ca)

### **Vice President's Report**

- Police engagement – 50 people stopped by to discuss different topics:
  - o A few reports of potential trespassing
  - o Overall feedback is the trend is positive in the community
  - o Coverage / presence may be light – typically reactive to issues.
  - o General advice: See something, say something. 9pm routine – check your property, take valuables out of vehicles, doors locked, exterior light, etc.

- FCC – Mike attended ‘meet the funders’. Applied for a few grants recently, one denied.
- **Action:** Justin to schedule a meeting in the new year to plan CA events
- Mike attended FCC Local Area Plan session – not on cycle to be done soon (~15-20 years out). McKenzie Towne would potentially be part of a larger region – keep on radar.

### **Treasurer’s Report**

- Report attached.
- Servus Signatories: Patrick, Shelly
- ATB: Needs 2 signatories
  - o Sally Motioned to remove Shelly from ATB. Patrick Seconds. Passed
  - o Sally Motioned to remove Shelly from Servus. Mike Seconds. Passed
  - o Mike Motioned to add Sally to ATB. Justin Second. Passed.
  - o Patrick motioned to pay Lloyd Sadd directors insurance. Justin Second. Passed.

### **Secretary’s Report**

Membership benefits – Justin proposed an idea on soliciting McKenzie Towne local businesses to gauge their interest in potential offering something to CA members (i.e. discount) and determine what they may offer. There was support for the idea.

**Action:** Patrick to check with Federation (Cloverdale Paint).

**Action:** Justin to take lead on survey of interest

**Action:** Sally to connect with Bree on what is going on sponsorships and potential discounts (Gather insights to avoid duplication)

Sally motion to accept all reports. Patrick seconds. Passed

### **MTCA Web Page/Membership Benefits Update**

- **Oct. Action item: Nancey to check with MTC if they already have established partnership to avoid overlap.**
- **Oct. Action item: Nancey will check on available discounts to MTC programs for members.**
- **Oct. Action item: Patrick will add Dar and Nancey as board members on the website.**
- Oct. Action item: Sally will design digital membership card, and ask Michael to enable function on the website. Discussed

### **2024 Events:**

· Toy Drive Update

- Oct. Action item: Mike to email contact to arrange and check available grant to support

- Confirmed we will conduct Christmas Toy Drive on Dec 14 (10am-2pm) with MTC (Santa Claus is Coming to Towne – paid event)
  - o Table outside - Patio heater will be available (Easy drop off)
  - o Hot Chocolate and Doughnuts. Spend? \$1000 should be easy to get.
  - o **Action:** Mike will create 2 budgets: if we're approved vs not approved.
  - o **Action:** Sally to check Digital Post if they can print logo on table cloth
- ING grant can support marketing. New Marketing Kit (Matching Grant) – Joylenn to look into this
  - o Split Coverage – Front doors of MT Hall at bottom of stairs.
    - Justin for first two + Sally
  - o Sally has created poster: Post on FB and IG, and post to grocery stores (Safeway on 130<sup>th</sup> and High Street Sobeyes)- ask other CAs to repost. Can MTC post as well.
  - o Patrick has Canva Pro version for free based on Non-for-profit
  - o **Action:** Mike - Mastermind to Promote w/ poster?
  - o **Action:** Mike to get different sized posters printed

### **Business Items To Discuss**

- What are ways to expand involvement in the CA? Plan for January (Joylynn can support strategic plan)
- Reports to be sent ahead of time – talk highlights – to be more efficient.
- Where do we see the CA in 5 years?
- Can we incorporate a youth element to the CA?
- Christmas Dinner/Meeting – discussed – December 11 -

**Meeting adjourned at: 9:05**

## **Treasurer's report for November 26, 2024**

- Financial Position (balance sheet), Change in Net Assets and Operation (income) statements as of November 26, 2024, was presented at the meeting for signatures.
- As of November 26, 2024, there is one (1) pending invoice.
  - Director Insurance - \$450.00
- Current number of paid memberships is 14.
- Interest received from the Credit Union.
  - No interest received from ATB due to balance being below \$10,000.
  - \$7.66 of interest received from Servus Credit Union from our High Yield Savings account.
- Bank balance at the ATB is now \$85.51.
- Bank balance at the Servus Credit Union.
  - Chequing - \$ 2,500.00
  - High Yield Savings - \$ 6,460.72
  - Common Shares \$ 2.00
- In the process of closing the account at the ATB branch and moving those funds to the Servus Credit Union. I need 2 signatories on the ATB account to completely close the account.
- I have requested the necessary paperwork and process to change the signing authorities on the Servus Credit Union accounts.

Patrick Giroux

Treasurer



**STATEMENT OF FINANCIAL POSITION  
(UN-AUDITED - BALANCE SHEET)  
For the period ending November 26, 2024**

	2024 - 2025	2023 - 2024
<b>Assets</b>		
Cash & Bank Balances		
Servus Credit Union Savings Account	\$ 6,450.00	\$ 10,618.67
Servus Credit Union Chequeing Account	\$ 2,500.00	
Servus Credit Union Common Shares	\$ 2.00	
ATB Credit Union	\$ 85.51	
COC - ING Grant for Website	\$ -	\$ -
Blank 1	\$ -	\$ -
Blank 2	\$ -	\$ -
Prepaid Insurance	\$ -	\$ 337.50
Prepaid External Membership (FCC)	\$ 26.25	\$ 87.50
Prepaid Mailbox	\$ 47.04	\$ 188.43
Accounts Receivable	\$ -	\$ -
COC - ING Grant for Senior and Wearable Technologies	\$ -	\$ -
<b>Total Assets</b>	<b>\$ 9,110.80</b>	<b>\$ 11,232.10</b>
<b>Liabilities</b>		
Accounts payable	\$ -	\$ -
Deferred Cash - Jan 2024 MTCA Membership	\$ 12.47	\$ -
Deferred Cash - Feb 2024 MTCA Membership	\$ 5.43	\$ -
COC - ING Grant - Senior and Wearable Technologies	\$ -	\$ -
COC - ING Grant - MTCA Website	\$ -	\$ -
Blank 2	\$ -	\$ -
<b>Total Liabilities</b>	<b>\$ 17.90</b>	<b>\$ -</b>
<b>Net Assets</b>		
Unrestricted Net Assets	\$ 9,092.90	\$ 11,232.10
Restricted Net Assets	\$ -	\$ -
	<b>\$ 9,110.80</b>	<b>\$ 11,232.10</b>

Board Approval:

  
\_\_\_\_\_  
President

November 26, 2024  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Treasurer

November 26, 2024  
\_\_\_\_\_  
Date



**STATEMENT OF CHANGE IN NET ASSETS**  
**(UN-AUDITED - CHANGE in NET ASSETS)**  
**For the period ending November 26, 2024**

	2024 - 2025	2023 - 2024
<b>Assets</b>		
Unrestricted Cash Balance (beginning of Fiscal year)	\$ 10,618.67	\$ 12,332.25
Restricted Cash balance throughout the year		
Excess / Deficiency of Revenue over Expenses	\$ (1,572.44)	\$ (1,713.58)
Restricted Grants Expended over fiscal year		
Prior Period Adjustment	\$ -	\$ -
<b>Unrestricted Cash Balance as of year end</b>	<b>\$ 9,046.23</b>	<b>\$ 10,618.67</b>
<b>Restricted Cash Balance as year end</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>\$ 9,046.23</b>	<b>\$ 10,618.67</b>

**Board Approval:**

  
 \_\_\_\_\_  
**President**

November 26, 2024  
 \_\_\_\_\_  
**Date**

  
 \_\_\_\_\_  
**Treasurer**

November 26, 2024  
 \_\_\_\_\_  
**Date**




**STATEMENT OF OPERATIONS  
(UN-AUDITED - INCOME STATEMENT)  
For the period ending November 26, 2024**

	2024 - 2025	2023 - 2024
<b>General</b>		
MTCA Membership	\$ 80.00	\$ 214.41
YYC Foodtrucks Donations	\$ -	\$ 1,350.00
Bank Interest	\$ 10.76	\$ 0.15
COC - ING Grant - MTCA Website (externally restricted)	\$ -	\$ 2,887.50
COC - ING Grant - Seniors & Wearable Technology (externally restricted)	\$ -	\$ -
City Of Calgary	\$ -	\$ 300.00
Volunteer Capacity Building Funding	\$ -	\$ 750.00
<b>Total Revenue from General</b>	<b>\$ 90.76</b>	<b>\$ 5,502.06</b>

<b>Expenses</b>		
<b>General</b>		
Website maintenance	\$ 1,575.00	\$ 787.50
COC - ING Grant contribution - Website maintenance	\$ -	\$ 787.50
Director Insurance	\$ -	\$ 450.00
Event Insurance	\$ -	\$ -
External Membership (FCC)	\$ -	\$ 105.00
Mailbox	\$ -	\$ 376.95
General Expense	\$ 88.20	\$ 508.69
Website Design and Implement	\$ -	\$ 2,100.00
COC - ING Grant contribution - Website Design and Implementation	\$ -	\$ 2,100.00
COC - ING Grant - Seniors & Wearable Technology (externally restricted)	\$ -	\$ -
Accounts Payable	\$ -	\$ -
<b>Total Expenses from Unrestricted Funds</b>	<b>\$ 1,663.20</b>	<b>\$ 7,215.64</b>

<b>Excess/(deficiency) of Revenue over Expenses</b>	<b>\$ (1,572.44)</b>	<b>\$ (1,713.58)</b>
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Board Approval:

  
\_\_\_\_\_

President

November 26, 2024  
\_\_\_\_\_

Date

  
\_\_\_\_\_

Treasurer

November 26, 2024  
\_\_\_\_\_

Date



McKenzie Towne Branch  
 #150  
 142 McKenzie Towne Link SE  
 Calgary, Alberta  
 T2E 1H1  
 Tel: 1.877.378.8728

MCKENZIE TOWNE COMMUNITY ASSOCIATION  
 5155 130 Ave SE  
 Calgary AB T2E 0N3

number of cheques enclosed: 0  
 Member Number: 18507053

## All in One® Statement

For the period ending October 31, 2024

KPMG LLP are presently engaged in the audit of Connect First and Servus Credit Union's October 31, 2024 financial statements. If there are any discrepancies that you believe are errors with the information in this statement, please contact KPMG LLP at [servus@kpmg.ca](mailto:servus@kpmg.ca) or 780.670.2817.

For regular account enquiries contact Connect First and Servus Credit Union Ltd. directly at 1.877.378.8728 or Mastercard Contact Centre at 1.844.334.3808.



### Community Plan #0

Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Oct 01	Opening Balance			2,500.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	

### Business High Yield Savings #0

Opening Interest Rate (%)	1.400	Closing Interest Rate (%)	1.400	
Interest Received Curr. Yr (\$)	10.72			
Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Oct 01	Opening Balance			6,443.06
Oct 25	Deposit		10.00	6,453.06
Oct 31	Credit Interest		7.66	6,460.72
	<b>Total</b>	<b>0.00</b>	<b>17.66</b>	



Member Number: 18507053  
For the period ending October 31, 2024

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***MEMBERSHIP SUMMARY***

<b>Deposit &amp; Investment Accounts</b>	<b>Balance(\$)</b>	<b>Borrowing Accounts</b>	<b>Balance(\$)</b>
Chequing Accounts	2,500.00		
Savings Accounts	6,460.72		
Common Shares	2.00		

If you find any errors in this statement, please contact your branch within 30 days of the statement date.