



WRCA

Willow Ridge Community Association
2021 Annual Meeting



Welcome!

Please review the housekeeping items below to help ensure we have a smooth meeting experience.

- ▶ Each attendee has been muted to prevent feedback and/or background noise. Please remain muted unless the moderator asks you to unmute.
- ▶ If you have joined the meeting with a name other than your own, please type your name in the chat so we may verify membership for attendance.
- ▶ We will be using the chat to answer questions raised during the meeting. Type your questions in the chat and the moderator will ask the question for you.
- ▶ Please raise your hand on the screen to vote. The moderator will count the votes and convey the results to the meeting hosts.

Thank you for joining us this evening and thank you for your support of Willow Ridge.



2021 Annual Meeting Agenda

- Call to Order and Establishment of Quorum
- Appointment of Secretary
- Approval of Agenda
- Approval of 2020 Meeting Minutes
- Introduction of Board Members and Staff
- Treasurer's Report
 - Approval of Financial Statements
 - Appointment of Auditor
- Communications Report
- General Manager's Report
- President's Report
- Election of Directors
- Recognition of Retiring Directors
- Volunteer of the Year
- Termination of Meeting



Your Current WRCA Board

- *Don Boykiw, President*
- *Peter Gibson, Casino and Acting VP*
- *Carol Reitbauer, Treasurer*
- *Kelly Edwards, Secretary*
- Colleen Gnyp, Trico
- Dustan Byrnes, Sports
- Roger Lohrey, Facilities
- Marty Bentley, Communications
- Eric Festa, Business Liaison
- Andres Galindo, Strategy
- Greg Humphreys, Civic Affairs
- Jennifer Kostiuk, at large
- Jason Carling, at large
- Michael Krisa, at large
- Hayley Hartos, at large



WRCA Staff

- Alison Ramsay, General Manager
- Jessica Barkwell, Community Coordinator
- Dawn van der Helm, Administrative Coordinator
- Rod Anderson, Bookkeeper
- Steffan Gagne, Facilities Supervisor



Treasurer's Report

	2020	2019
Revenue		
Hall/field rentals	\$ 80,908	\$ 2,912
Grants contributed to operations	57,715	149,324
Casino contributions (Note 9)	48,357	18,520
Miscellaneous contributions	16,077	10,479
Membership	10,096	13,020
Social functions	4,347	-
Sports and recreation (Schedule 1)	1,526	29,104
Community garden	1,524	1,258
Interest	1,348	3,316
Bingo contributions (Note 10)	5	23
	<u>221,903</u>	<u>227,956</u>
Expenses		
Wages and benefits	96,776	53,819
Repairs and maintenance	40,833	21,661
Professional fees	27,668	21,266
Administrative expenses	18,205	23,080
Utilities	17,265	4,941
Social functions	15,816	3,244
Insurance	10,364	6,262
Telephone	3,412	3,576
Bad debts	1,070	-
Sports and recreation (Schedule 1)	-	6,783
	<u>231,409</u>	<u>144,632</u>
Excess of revenue (deficit) before amortization	(9,506)	83,324
Less: Amortization expense	(255,327)	(247,314)
Plus: Amortized deferred capital contributions (Note 8)	<u>216,769</u>	<u>200,750</u>
Excess of revenue (deficiency) after amortization	<u>\$ (48,064)</u>	<u>\$ 36,760</u>

Key Dates

YE - Sept 2019 to Aug 2020

Building Occupancy in September 2019

COVID impacts starting March 2020

Revenue Highlights

- ▶ Strong rental income pre-COVID
- ▶ Membership growth delayed due to COVID (2021 \$16K as of March)
- ▶ Decrease YOY related to building grants from prior year that have not repeated

Expense Highlights

- ▶ Some lines not comparable as building not operational (utilities/repairs & maintenance)
- ▶ Larger building with more potential requires more staff to operate



Treasurer's Report

	2020	2019
ASSETS		
Current		
Cash and cash equivalents, unrestricted	\$ 340,841	\$ 491,653
Investment (Note 14)	30,000	-
Accounts receivable	10,836	11,259
Goods and services tax recoverable	7,643	28,050
Prepaid expenses	4,485	1,935
	<u>393,805</u>	<u>532,897</u>
Externally Restricted Assets (Note 3)	124,683	365,601
Property and Equipment (Note 4)	3,801,621	3,797,819
Investment in Family Leisure Centre (Note 5)	1	1
	<u>\$ 4,320,110</u>	<u>\$ 4,696,318</u>
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 76,127	\$ 323,801
Payroll liabilities	-	7,720
Deferred revenue	7,574	2,483
Hall deposits (Note 6)	11,668	4,750
Held in trust (Note 12)	9,846	-
Deferred cash contributions (Note 3)	124,683	365,601
Total Current Liabilities	<u>229,898</u>	<u>704,355</u>
Long Term Debt (Note 13)	40,000	-
Deferred Capital Contributions (Note 8)	3,589,593	3,483,280
Total Liabilities	<u>3,859,491</u>	<u>4,187,635</u>
Net Assets		
Unrestricted	248,591	194,144
Invested in property and equipment	212,028	314,539
	<u>460,619</u>	<u>508,683</u>
	<u>\$ 4,320,110</u>	<u>\$ 4,696,318</u>

Cash Position

- ▶ Still strong despite COVID
- ▶ Revenue potential remains high

Key Changes

- ▶ Long Term Debt of \$40K part of COVID programs - only \$30K repayable if paid within 3 years
- ▶ Decrease in AP due to completion of the building renovation
- ▶ Decrease in cash largely driven from AP settlements on the building.



Treasurer's Report

What to expect for 2021:

1. Continued COVID impacts but offset by COVID grants
2. Long-Term Financial & Capital planning...now that we have the annual planning process working & a strategy in place
3. Increased governance to align with the changing systems (web development, new programs etc.)
4. Continued stewardship vs. Budget at each board meeting



Treasurer's Report

Request:

1. Approve the 2020 Audited Financial Statements
2. Approve the continuation of our existing Auditor from the Federation of Calgary Communities - Michael Ikehuna

Any Questions??



Communications

- Newsletter - Great News Media
- E-Newsletter
- Social Media (Facebook, Instagram, Twitter)
- Signage (building / message boards / Indoor / Outdoor)
- Business Partners Advertising (rink boards / court signage)
- Website development (inhouse / collaboration)
- Team / Sub Committee
 - Jessica Barkwell
 - Dawn van der Helm
 - Alison Ramsay
 - Martyn Bentley



Communications Objectives

- Message Continuity
- Message Relevance
- Message Frequency

“Tell our stories in a clear, concise , and consistent manner”



General Manager's Report

- ▶ Thank you to our volunteers, board members who spend hours on the ice, soccer and other programs, website, financials, record-keeping, grant writing...
- ▶ Thank you to the WRCA team - Dawn, Steffan & Jessica



General Manager's Report

Programs

- ▶ Created an online registration program to offer programming to our members
- ▶ Upcoming programs:
 - ▶ Sportball
 - ▶ Little Medical School
 - ▶ Parent & Kid(s) Yoga
 - ▶ Tennis lessons...
- ▶ Online calendar will make it possible to book tennis & pickleball courts like the rink was booked in the winter

Program suggestions?

Would you like to offer a Program at the WRCA?

Contact gm@mywillowridge.ca



General Manager's Report

Facility

- ▶ Tennis court renovation (late May/early June)
- ▶ Landscaping underway
- ▶ Lines will be painted on the soccer fields to prep for program to start (late April/early May)
- ▶ Work is being done to make the building more accessible with the addition of an elevator (fall)



General Manager's Report

Upcoming Events

- ▶ Spring Clean Up - June 13
- ▶ Still hope to hold events this summer. Food Truck Nights, outdoor movies...

If you are interested in joining the Events Committee, please email volunteer@mywillowridge.ca.



General Manager's Report

Seasonal Employment Opportunities

- ▶ Canada Summer Job Grant -
- ▶ 16 weeks employment opportunities
- ▶ Part time
- ▶ Age range 18-30

Watch our social media pages for more information in the next couple weeks.



President's Report

- ▶ What we did last year
- ▶ What we hope to do next year



What we did last year

- ▶ Completed our \$160,000 Rink Renovation
- ▶ Secured \$30,000 additional Parks Foundation funding and \$82,000 Provincial Grant for our Rink and Court Renovations
- ▶ Secured \$25,000 additional federal funding (to add to our \$50,000 existing grant) for our \$120,000 Elevator Project
- ▶ Managed through many mandated shutdowns
- ▶ Applied for and received Covid related funding from all 3 levels of government
- ▶ Ran a safe, active and surprisingly profitable winter skating season
- ▶ Worked with the City on an updated 5 year capital plan
- ▶ Started Strategic Planning and Capital Budgeting



What we hope to do next year

- ▶ Continue to successfully navigate through COVID-19
- ▶ Purchase and install an Elevator
- ▶ Complete the \$100,000 Court renovations
- ▶ When we reopen, institute some WRCA programming and fill our building with Users/Tenants!
- ▶ Keep building our Board and volunteer base
- ▶ Complete our Strategic Planning process
- ▶ Host another Casino (Q3 2021)



Volunteer Opportunities

- Several Board Members and Executives are planning on stepping down
- A focus in the next few months will be Executive Succession
- We are constantly looking for Volunteers and/or Board Members

Many Opportunities to Volunteer

- ▶ Ad Hoc - Bring a skill or enthusiasm
- ▶ Committee - join or build a volunteer team!
- ▶ Board Membership - Guidance, governance and significant influence on WRCA's future.

If you are interested in joining use website or email
volunteer@mywillowridge.ca.



Election of Directors

Current Board Members willing to continue:

- ***Don Boykiw, President***
- ***Carol Reitbauer, Treasurer (FINAL YEAR)***
- ***Kelly Edwards, Secretary***
- **Peter Gibson, VP and Casino**
- Marty Bentley, Communications
- Colleen Gnyp, Trico
- Roger Lohrey, Facilities
- Dustan Byrnes, Sports
- Greg Humphries, Civic Affairs
- Haley Hartos, Funding
- Andres Galindo, Strategy
- Michael Krisa
- Jason Carling



Election of Directors

Current Vacancies and opportunities:

- Social, Membership, Volunteer, Casino, Directors at Large

Carol Reitbauer, our fantastic Treasurer for the past 5 years, is stepping down at the end of the year. Financial background is an asset and a "shadow" period would be very helpful.

Current New Nominees for Board Positions:

- ▶ Sheri Rouse - Community Affairs
- ▶ Gord Rouse – Community Affairs
- ▶ Chris Nyberg – At Large

ANY FURTHER NOMINEES?



Special Thanks

Departing Board Members

Eric Festa, Sports, Business Development

- ▶ Eric (and Meghan) has been active "do-ers" for WRCA for many years. Eric has been a long term "iceman", ran our Sports program, started our Business Membership initiative, and when big things break, Eric steps up. How did the soccer lines magically show up overnight?

Jennifer Kostiuk, Membership/Director at Large

- ▶ Jennifer rebuilt our Membership structure after a few years of inactivity. She restarted our membership drive, and helped redefine what it means to be a WRCA member. Laying that groundwork is now bearing fruit.



Volunteer of the Year

Gord Paynter served on the WRCA Board from 2015 through 2020 and was a key player in the redevelopment of our current facility.

Gord and his wife Pam are avid gardeners, as well as enjoy world travelling, including a 12 month trip during 2016.

Gord and Pam have lived in Willow Park since 1996. He grew up in Lake Bonavista and attended Dr. E.P. Scarlett High School and the University of Calgary. He is a Professional Engineer with an electronics consulting company here.

Gord wrote the original requirements document and project plan for our current facility and served as the owner's representative on the project. Gord, Wes Bot and Don co-wrote the grant documents that got \$1.06M federal funding to the project. Gord also was solely responsible for getting our seed \$50k for our elevator project. Gord put many months of design, planning co-ordination and negotiations into the building that we proudly now call our home.

Gord Paynter - Volunteer of the Year!

Thank you for attending!

We look forward to seeing you when
we re-open and at our 2022 AGM