

**THE CITADEL COMMUNITY ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS
MEETING HELD AT THE CITADEL ELEMENTARY SCHOOL,
CALGARY, NOVEMBER 29, 2011**

**Present:**

President	Angelique Templeton	156 Citadel Lane NW	453-1757
Vice President	Kelly Reid	91 Citadel Point NW	208-5208
Treasurer	Simon Jackson	29 Citadel Estates Manor NW	797-0444
Administration	Erika Rauser	548 Citadel Meadow Bay NW	472-0444
Communications/ Newsletter	James Templeton	156 Citadel Lane NW	453-1757
Events	Debbie Shelstad	222 Citadel Meadow Grove NW	547-7591
Facilities	Graham Farquharson	359 Citadel Hills Place NW	547-4182
Fundraising Public School/ Liaison	Corey Feodoroff	216 Citadel Meadow Bay NW	457-7591
Lot Levy	Catherine Wall	119 Citadel Pass Court NW	547-6396
Membership	Michael Wald	51 Citadel Crest Park NW	547-1026
Volunteers	Angela Henders	113 Citadel Meadow Cres NW	239-2829
Catholic School Liaison	Fran Carelli	122 Citadel Meadow Cres NW	374-1983

Absent:

Secretary	Karen Mills	114 Citadel Meadow Cres NW	238-1364
Community Engagement	Wendy Roby-Straza	69 Citadel Mesa Close NW	275-2066

Guests:

Past President	Jeff Hessel
Past Secretary	David Mitchell

Absent Guest Keryn Sulimma

Open 2011/12 Board Positions:

Area Planning
Building Committee Director

1. Call to Order

Angelique Templeton, President and Chairperson called the meeting to order at 9:01 p.m. It was noted that proper Notice of Meeting to the Directors had been given that there was a quorum in attendance and accordingly declared the meeting validly constituted for the transaction of business. She presented a brief agenda of items needed for the smooth transition from the previous board. Simon Jackson and Debbie Shelstad each requested that one additional item of business be added.

2. Acceptance of Agenda

Upon motion duly moved by Kelly Reid and seconded by Debbie Shelstad and carried unanimously **BE IT RESOLVED THAT** the agenda dated November 29, 2011 together with the added items be accepted.

3. Minutes of the Meeting of November 1, 2011.

The minutes for the November 1, 2011 meeting had been circulated previously by e-mail. The following motion was proposed: **Upon motion** duly moved by Catherine Wall and seconded by Kelly Reid and carried unanimously **BE IT RESOLVED THAT** the minutes of the Board meeting of November 1, 2011 be approved. (Note: The vote was made by the Directors who were present at the November 1 Board meeting).

4 . Report of the President

* The President welcomed the new and continuing Directors to the Board as approved at the Annual General Meeting and invited a brief introduction from those in attendance. She noted the role and responsibility of each Director and indicated that job descriptions would be would be circulated to each Director.

Action: Erika, David

Upon motion duly moved by Fran Carelli and seconded by Catherine Wall and carried unanimously **BE IT RESOLVED THAT** the following Directors be assigned their roles and responsibilities: Angelique Templeton (President and Chairperson), Kelly Reid, (Vice-President and Vice-Chairman), Simon Jackson (Treasurer), Karen Mills (Secretary), Erika Rauser (Administration), Michael Wald (Memberships), James Templeton (Communications & Newsletter Editor), Fran Carelli (Catholic School Liaison), Angela Henders (Volunteers), Debbie Shelstad (Events), Corey Feodoroff (Fundraising & Public School Liaison, Graham Farquharson (Facilities), Wendy Roby-Straza (Community Engagement), and Catherine Wall (Lot Levy).

*The President then called for a motion for the appointment of Executive Officers of the Board and for Signing Authority for the Association for financial and other documents: **Upon motion** duly moved by Fran Carelli and seconded by Catherine Wall and carried unanimously **BE IT RESOLVED THAT** the following Directors be assigned Executive Officers of the Board of Directors and Signing Authority for the Association: President & Chairperson – Angelique Templeton, Vice-President and Vice-Chairman – Kelly Reid, Treasurer – Simon Jackson and Secretary – Karen Mills.

* The President noted that the Annual General Meeting was well attended and went very well.

5. Report of the Treasurer

The President noted that a motion approving the 2011/12 budget has been circulated by e-mail and requested that the e-mail motion and vote be read into the minutes: **Upon motion** duly moved by Keryn Sulimma and seconded by David Mitchell and carried by a large majority **BE IT RESOLVED THAT** the final version of the budget for the fiscal year 2011/12 for the Citadel Community Association be approved.

Action: Simon.

6. Other Business

Simon noted that the Association does not own a computer for keeping financial records and requested that the Association purchase a laptop version plus the

current version of Quickbooks. **It was agreed in** to investigate whether the expenditure was an eligible expense from the Casino fund account and to a purchase not to exceed a total of \$ 1,000. Simon and Corey would research the items eligible under the AGLC guidelines or consult with the authorities if necessary. If these items are urgently needed for the smooth transition of operations, an e-mail motion and will be arranged before the next meeting.

Action: Simon, Corey, Keryn

Debbie asked when the Skating Party event would happen. **It was agreed** that the CCA would hold the skating party between 11:00 a.m.-2:00 p.m. Feb. 11, 2012.

Action: Debbie

7. Adjournment

Kelly Reid moved to adjourn the meeting at 9:15 p.m. and Corey Feodoroff seconded. Motion carried.

**Next Meeting; Hamptons Co-op
7:00 p.m. Tuesday, January 24, 2012**

Angelique Templeton
President/Chairperson

David Mitchell for Karen Mills
Secretary