

FLCA Agenda

Date: Apr. 24, 2019		Start Time: 7:00 pm		Location: FLCA	
Last Meeting: March 27		Next Meeting: May 22		Agenda Prepared By: Caitlin	
Agenda Item	Speaker	Schedule	Time	Motion, Second, Decision	
Welcome & Call to Order	Dena	7:00	5	Ken, all approved	
Approval of Agenda	Dena	7:05	5	Caitlin F, approved	
Review and Approval of Minutes	Dena	7:10	5	Caitlin F, approved	
Presidents Report	Dena	7:15	5	See minutes/report	
Financial Reports	Wyatt	7:20	5	See minutes/report	
VP Report	Caitlin F	7:25	5	See minutes/report	
Planning and Dev Report	Anthony	7:30	5	No new news	
City of Calgary Report	Kiara B	7:35	10	See minutes/report	
John Howard Society Report	Kym J	7:40	5	See report	
New Business		7:45	10	none	
adjournment	Dena	7:55	5		

FLCA Minutes

Date: Apr. 24, 2019		Time: 19:06		Location: Small Hall	
Community Meeting		Minute Taker: Caitlin F		Time Keeper: Caitlin F	
Attendees: Dena Carver, Caitlin Flegel, Wyatt Christiansen, Anthony Maricic, Ken Walker, Sofia Laroque, Kym Johnson,					
Presidents Report					
Time allotted		Presenter: Dena			
Discussion		<p>Rentals going well, booking into 2020 already. Had dinner with GC Carra to discuss potential of community wide organization.</p> <p>Lounge – \$3000 in sales for March, paint night was a success</p> <p>JB Dance – looking to purchase a PA from Costco, Caitlin would like to see a breakdown of budget and attendance before making a decision on the whether it makes sense to purchase a sound system.</p> <p>Volunteer bartender Courtney has been let go, have not been able to get the keys to the building back from her so far. Attempts to contact Courtney have gone unanswered.</p>			

Conclusions		
Action Items	Person Responsible	Deadline
Reach out to Courtney to try and get keys back.	Caitlin	
Put together budget/attendance report on jelly bean dances	Dena	

Financial Report		
Time allotted	Presenter Wyatt	
Discussion	Waiting on Sage accounting software, should be in early next week. Better than last month, heading into the slower season. Caitlin F asked about projections going into upcoming months. With old accounting software issues, projections have been not been easily attainable. Caitlin F would like to see more in depth budgeting/reporting after software has been implemented.	
Conclusions	The new software updates should be happening next week, when the date is confirmed, the office computer will be unavailable while Sage techs remote onto computer to update/fix bugs.	
Action Items	Person Responsible	Deadline
Confirm date of install with Sage once the software arrives.	Wyatt/Ken	

VP Report		
Time allotted	Presenter Caitlin	
Discussion	Update on Neighbor Day Event and May community clean up.	
Conclusions	Lots to do for both of these events.	
Action Items	Person Responsible	Deadline
Continue to research funding sources for both events and reach out to local groups for participation/volunteering.	Caitlin F	

City of Calgary Report		
Time allotted	Presenter Kiara B.	
Discussion	Filing org – yellow (do not remove) CFEP funds used well, no misappropriation Casino funds – still may need to repay	
Conclusions	Still a lot of work ahead, but making progress	
Action Items	Person Responsible	Deadline
Schedule training date with FLCA team – May 27th	Kiara/Board	
Schedule meeting with Dena for audit	Kiara & Dena	