



**Tuxedo Park
Community Association**

AGM April 13 2023

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2023 TPCA AGM Agenda

April 13th, 2023

1. Call to Order

2. Establishment of Quorum

3. Rules of Order

4. Approval of the Agenda

Motion: to approve the agenda as presented.

5. Establishment of the Chair

Motion: for Anne Johnson to Chair this Annual General Meeting of the Tuxedo Park Community Association.

6. Introductions

7. Approval of the Previous Minutes

Motion: To approve the Minutes of the 2022 AGM as presented.

8. Director Elections

The TPCA presents the following slate of Directors for the membership's vote:

Executive:

President: **Anne Johnson**

Vice President: **Marina Kerr**

Treasurer: **Stefan Chiasson**

Secretary: *Vacant*

Past President: **Julien Poirier**

General Directors:

Amy Lu
Arnie Brownlees
Katie Swan

Motion: to approve the slate of Directors presented to the 2023 TPCA Board.

9. Financial Update

Motion: To approve the 2021 Financial Statement as presented.

Motion: To appoint the firm of Murray Hunter and Associates as the TPCA's auditor for our 2022 and 2023, financials.

10. General Committee Reports / Updates

President's Report - Julien Poirier
Development Committee Report - Arnie Brownlees, Chair
Social Committee Report - Marina Kerr, Chair
General Manager and Facility Committee Report - Shannon Kelsick

Adjournment

Annual General Meeting

THURSDAY, MAY 12, 2022

ATTENDEES:

Julien Poirier, Chair

Anne Johnson (minutes)

Amy Lu (Treasurer) Virtual

Lin Akkad

Arnie Brownlees

Marina Kerr

Patty Javier Gomez

Drew (NPC)

Teri Wong, Ward 7

1. MOTION: CALL TO ORDER

Time: 7:06 pm

2. MOTION: ALL PRESENT REPRESENT A QUORUM

14 Members + Board present in person/virtual

All in favor. So Moved.

3. MOTION: APPROVE THE AGENDA

Moved: Anne Johnson

Second: Arnie Brownlees

All in Favor. So moved

4. ESTABLISHMENT OF THE CHAIR

Moved: Patty

Second: Glen

All in favor. Carried.

5. MOTION: APPROVE PREVIOUS MINUTES (2021 AGM)

Moved: Lin Akkad

Seconded: Glen Grey

All in Favor. So Moved.

6. DIRECTOR ELECTION

Julien Poirier, Chair

Anne Johnson (minutes)

Amy Lu (Treasurer) Virtual

Lin Akkad, Secretary

Arnie Brownlees

Marina Kerr

Patty Javier Gomez

Amended: to add Lin Akkad as Secretary

Moved: Glen Grey

Second: Tom

All in favor. So Moved.

7. FINANCE COMMITTEE REPORT

Submitted in Writing. Presented by Amy.

MOTION: to approve the 2021 Financial Statements as presented.

Moved: Anne Johnson

Seconded: Glen Grey

All in Favor. So moved.

MOTION: to appoint the firm of Murray Hunter & Associates as the TPCA's auditor for 2022.

Moved: Patty

Seconded: Marina

All in Favor. So Moved.

8. COMMITTEE REPORTS

Submitted in writing and presented verbally.

9. ADJOURNMENT

Time: 8:31 pm

TUXEDO PARK COMMUNITY ASSOCIATION
Financial Information Year Ended December 31,2021

COMPILATION ENGAGEMENT REPORT

To the Members of Tuxedo Park Community Association

On the basis of information provided by management, we have compiled the statement of financial position of Tuxedo Park Community Association as at December 31, 2021, and the statements of revenues and expenditures and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We have not performed an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Calgary, Alberta
March 11, 2022

VISTA ACCOUNTING PROFESSIONAL CORPORATION
Chartered Professional Accountant

TUXEDO PARK COMMUNITY ASSOCIATION
Statement of Financial Position
December 31, 2021

	2021	2020
ASSETS		
CURRENT		
Cash	\$ 179,420	\$ 75,348
Term deposits	66,452	65,378
Reserve Cash Casino (<i>Cost \$-</i>)	90,934	41,100
Accounts receivable	6,718	4,528
Prepaid expenses	8,186	8,186
Due from members	1,198	-
	352,908	194,540
EQUIPMENT (<i>Note 2</i>)	2,880	3,600
	\$ 355,788	\$ 198,140
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 6,487	\$ 3,220
Deposits received	12,325	7,952
Deferred income	175,179	41,100
	193,991	52,272
NET ASSETS	161,797	145,868
	\$ 355,788	\$ 198,140

APPROVED BY SOLE DIRECTOR

_____ *Director*

_____ *Director*

TUXEDO PARK COMMUNITY ASSOCIATION
Statement of Revenues and Expenditures
Year Ended December 31, 2021

	2021	2020
TRADE SALES		
Grant	\$ 60,394	\$ 62,692
Hall Income	39,533	34,178
Casino	26,354	33,215
Memberships	2,320	1,940
Programming Revenue	400	2,467
	<u>129,001</u>	<u>134,492</u>
EXPENSES		
Salaries and wages	33,662	33,946
Office	15,547	2,727
Accounting fees	12,907	6,078
Insurance	8,929	718
Advertising and promotion	8,440	4,084
Utilities	9,414	5,388
Repairs and maintenance	6,779	42,991
Sub-contracts	4,620	6,120
Special Events/Fundraising	2,462	183
Business taxes, licenses and memberships	2,441	2,966
Professional fees	2,351	-
Telephone	2,302	1,971
Interest and bank charges	2,029	2,156
Capital renewal program	1,576	19,671
Amortization	720	900
	<u>114,179</u>	<u>129,899</u>
EXCESS OF TRADE SALES OVER EXPENSES FROM OPERATIONS	<u>14,822</u>	<u>4,593</u>
OTHER INCOME		
Interest income	1,107	1,141
Insurance proceeds	-	18,125
	<u>1,107</u>	<u>19,266</u>
EXCESS OF TRADE SALES OVER EXPENSES	<u>\$ 15,929</u>	<u>\$ 23,859</u>

TUXEDO PARK COMMUNITY ASSOCIATION
Statement of Changes in Net Assets
Year Ended December 31, 2021

	2021	2020
NET ASSETS - BEGINNING OF YEAR	\$ 145,868	\$ 122,009
EXCESS OF TRADE SALES OVER EXPENSES	<u>15,929</u>	<u>23,859</u>
NET ASSETS - END OF YEAR	<u>\$ 161,797</u>	<u>\$ 145,868</u>

TUXEDO PARK COMMUNITY ASSOCIATION

Notes to Financial Information Year Ended December 31, 2021

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of Tuxedo Park Community Association as at December 31, 2021, and the statements of revenues and expenditures and changes in net assets for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- accounts receivable less an allowance for doubtful accounts
 - equipment amortized over their useful lives
 - accounts payable and accrued liabilities
-

2. EQUIPMENT

	Cost	Accumulated amortization	2021 Net book value	2020 Net book value
Equipment	\$ 6,193	\$ 3,889	\$ 2,304	\$ 2,880
Furniture and fixtures		1,563	987	576
	\$ 7,756	\$ 4,876	\$ 2,880	\$ 3,600



Tuxedo Park Community Association

202 – 29th Avenue NE
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Finance Committee Report April 2023

The Tuxedo Park Finance Committee has been busy trying to keep up with all of our development activities at the hall.

Thanks to our team at the Hall – from our General Manager to our newly hired Hall Manager we've been able to increase our revenue, and look forward to continuing with that momentum.

And we've managed to catchup with our auditing cycle (December we were able to approve and sign off on the Audit for 2021).

As we come out of Covid, we were very lucky to have received multiple City grants to tide us over and we are trying to regain some healthy traction with our budget and finances as we lose that City funding. We want to continue to provide programming and activities, but will need to ensure that is balanced with sufficient incoming funds.

We unfortunately weren't able to get our Accountants to complete the 2022 year end financial reports by this AGM, but we do have a P&L for 2022, and we are still working through details of the budget for 2023.

2022 Annual Profit and Loss			
Date Prepared: December 31 2022			
	Annual Budget	YTD Total	% of Budget
PROFIT	\$ 18,579.15	\$ 41,446.56	223%
Net Capital Projects		\$ 1,576.06	
OPERATING SURPLUS/(DEFICIT)	\$ 18,579.15	\$ 39,870.50	215%
Capital Grant	\$ 235,478.71	\$ 134,360.26	
Capital Purchases	\$ 209,808.30	\$ 132,784.20	
Net Capital Surplus,(Defecit)	\$ 25,670.41	\$ 1,576.06	6%



Based on our bookkeeping P&L, we were able to have an operating of **\$1,576.06**. That essentially means we broke even exactly for this past year. For details please see the attached 2022 YTD Financial Report.

One of the biggest objectives in this coming year for the finance committee is to ensure we are finding creative way to support revenue generation and better alignment with the other committees.

With that said, we will again have a Casino this year – Jun 8th-9th. This is one of the most critical fundraising events for our organization, and provides about 15% of our funds. And we only get a chance to participate every other year.

Please reach out to casino@tuxedoparkcommunity.ca

And Sign up here: <https://volunteersignup.org/F7RAL>

If anyone is interested in participating in the finance committee and suggestions to help improve our reporting, management processes, fund raising or grant writing, or anything else you could help with, please contact Amy or Stefan at treasurer@tuxedoparkcommunity.ca



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President's Report April 2023

Key Highlights

Casino Date

First of all our Casino date is June 8&9, at Elbow River Casino. The proceeds from the event enable our hall to support activities for the community and operate the hall. Without the casino proceeds we would not be able to continue our functions. Please sign up for a shift.

An Almost New Hall

The last of our recent capital renewal project is complete. We've been successful in addressing drainage issues in the hall. Improving access to the lower hall, upgrading the lighting in the building and upgrading the upper halls sound proofing. This was all possible through the Alberta Governments Community Facility Enhancement Program and the City of Calgary's Capital Conservation Grants. In total \$180,000 was invested into the building.

In addition the dry pond work should be complete soon returning the park back to general use.

Return to normal:

A return to normal has allowed the facility to resume operation and increase revenues from rentals. Having a hall manager in place has helped in the process.

We've also reimagined our main social events, receiving great feedback on the events.

Still A Lot Left to Do:

Pedestrian and cyclist safety continues to be an ongoing concern. There remains too many gaps for crossing major streets such as Center and Edmonton Trail, and activities to improve safe cycling routes remain unfunded in our community even though the community association has been supporting those policies and has been hearing about ongoing concerns around traffic safety. The new Balmoral Circus is looking like a great addition to the community and I hope it's well used as a gathering space.

Challenges ahead:

Board Strength: Through Covid, the board has not been as plentiful as we would have hoped it to be. The result is board members have stayed on longer, but we haven't been able to grow the board significantly or our volunteer base. If we want more programming, more events, and more fundraising then we will need people from the community to participate.

The challenges of funding partners the drypond construction, and Covid, has limited the ability of the board to focus on recruitment and growth. This needs to be an upcoming priority.

Financial:

The small size of our facility and reliance on casino funding is an ongoing risk to operations. Loss of the casino grant would be catastrophic.

A welcoming community

One of the great things about Tuxedo Park is the diversity and constant change in the neighbourhood. As a

community association we are here to welcome all, and that includes renters and homeowners alike. It is important that the community association remains mindful of this and does not become a homeowner's Association.

Many Thanks:

I'd like to thank all the board members, our staff, the many volunteers, and community members for such a great year.

Specifically, I'd like to thank Patty and Lin who will be leaving the board. The talents and dedication they brought to the board was much appreciated and I wish them all the best in their next pursuits.

I'd also like to take to time to acknowledge the passing of Glen Grey, he was a fixture at the AGM's and long-time volunteer and active member of the community. As mentioned at last years AGM his estate will be honoring him with a bench in the new park. The community association will be supporting the estate in that process.



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TPCA Development Committee Update, April 2023

Development activity continues to be active in the community and the Development Committee has seen a steady stream of development permits and land redesignation requests. Typical developments are single-family homes and attached homes but there has been increased interest in multi-residential apartment type developments and row houses.

Residential development is typically contextual attached dwellings although a few more single detached dwellings are being proposed. It is much more common to see 4 unit row house developments proposed at the end of blocks within the community, although the CA's policy is to keep these higher density developments on the first block east and west of Centre Street and the first block west of Edmonton Trail.

Here are some potentially higher impact developments which have been proposed:

1. Several larger multi-residential developments have been proposed at the following locations:
 - 12 storey apartment is proposed at 120 17 Ave. NW.
 - 4 storey building with commercial on first and second floor and residential on third and fourth at 101 29 Ave. NE.
2. The CA has been advised the sale of the Tuxedo Park School site from the CBE to the City has been completed. The CA has struck a committee to coordinate with the City on future development.
3. Much of the major construction of the dry pond project in the park has been completed and we look forward to the cleanup and installation of the children's playground.

Although the development of the Greenline north of 16th Avenue has been postponed, numerous redevelopment proposals adjacent to Centre Street are still anticipated as this is still the eventual routing.



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Social Committee Report, April 2023

The Tuxedo Park Social Committee is planning some great events for the coming year, including a Summer Festival on May 27, a Halloween Bonfire, and a Winter Festival. These events are important because they bring neighbors together. They give us a chance to get to know one another and build a strong community. I hope to see you there!

We would love to host even more events, but to do that we will need some new volunteers. Volunteering with the Social Committee is easy and fun. Some people like to get involved with planning and hosting community events, while others choose to volunteer for only an hour or two on the day of an event. The tasks and responsibilities of each volunteer are tailored to the interests and experience of that individual.

We often hear from community members that they would love to have Jelly Bean Dances in our hall again. We have a new volunteer who is interested in making this happen. She is experienced with hosting dances and would like to partner with another volunteer who could coordinate the concession and other details. Please get in touch if you would like to learn more about this role. You would have lots of support, and the families in our community would love to be dancing in our hall again.

If you have any ideas for community events that you would like to help bring to life, or if you would like information about what you could do to help, please contact Marina at social@tuxedoparkcommunity.ca



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General Manager Report, April 2023

Facility / Hall

We have completed another round of capital updates to our building:

- Electrical Switchboard, Circuit Panel Board and meter replacements
- Interior & Exterior LED light updates
- Fire alarm system replacement
- Backflow preventer replacement
- Interior firestopping
- North foundation wall drainage issues
- Sound proofing in Upper Hall (CFEP only)

Total project: \$238,000 in upgrades with the City's Capital Conservation Grant (CCG) covered 75% of the updates, and the Province's Capital Facility Enhancement Program) covered the remaining 25% plus contributed to the sound proofing

We will embark on the next round of Capital updates sometime in 2024. If you have an interest to help with this project please let us know. We follow our Lifecycle Report which guides us on the next items to tackle.

Park

Dryponds: The drypond and drainage work is nearly complete. Work is pending on Center Street, the playground, rebuilding the East cell of the park (back into greenspace and the baseball diamond) and finishing touches on the park. We are not sure when it will be all completed: the playground will be installed when we have ongoing 20 degree weather (rubber matting install temp requirements). We are indeed all grateful for the upgraded drainage capacity we now have and we are eager to use the space and enjoy the park again.

Beach Volleyball Courts: Unfortunately we were not awarded the two grants we applied for to build beach volleyball courts in the East park green space. The volleyball court project relied on the grants in order to build the courts. We received positive feedback from our community and we believe outdoor, accessible park assets are still of interest. We will be working on this idea in the future and working on securing funds via grants. If you would like to participate on this project we need a few more volunteers that can help compile quotes, help apply for grants and communicate with the neighborhood.

Our Team

We have a small but mighty group of contracted staff that keeps the hall and board supported. Huge thank you to our amazing handyman Wendell. Wendell is a jack of all trades, he takes on all the challenges we throw at him and he deeply cares about our community and our facility. Huge thanks also goes to our new Hall Rentals Manager, Jonathan. Jonathan is a new resident to Tuxedo Park and is helping us manage our hall rentals.

Programs

Many of our programs have successfully restarted:

- Walk15
- Senior's Fitness
- Zumba - 3rd party rental
- DoReMi babies - 3rd party rental

We would love to add more events and programs, if you have a talent and would like to facilitate / teach a program please contact us.

We are looking forward to the rest of 2023. We are hopeful that things are going to go well and that we can continue to build community. We hope to see more residents step up to make Tuxedo a great community.

Shannon Kelsick
gm@tuxedoparkcommunity.ca