

Calgary Evergreen Community Association
2020 AGM Board of Directors
Standing Nominations

Position	Nominee	Role Description/ Estimated hours per month
Executive Committee		
President	Mohamd Sltan	Community planning, community liaison, chair board meetings, approval of grant applications, maintains schedules and reports to make sure that projects, programs, and events are run in accordance to CECA by-laws, plans and guidelines, signatory. / 20+
Vice-President	Paul Bushell	Board roles and responsibilities, support and back up to President, signatory/ 20+
Treasurer	Belinda Ball	CECA financials, expense reports, insurance, signatory / 2-5+
Secretary	VACANT	Takes and distributes meeting minutes and agenda, CECA correspondence, signatory (optional), key holder for CECA PO Box/ 2-5
Past President (non-elected)	Adam Frisch	Role of past president dependent on change of role of President. Provides guidance and oversight to the board. (non-signatory)
Operations Committee		
Membership Director	Jim Himer	Maintains CECA membership lists, membership sales/renewals, member discount program, coordinate annual membership drive, key holder for CECA PO Box/ 5-10
Volunteer Director	VACANT	Volunteer recruitment, retention and reward program, delegation of volunteers based on need/ 2-10
Funding Committee		
Grants and Fundraising Director	VACANT	Grant applications with city, province and other funding organizations on behalf of CECA and manages fundraising projects overall and at events/ 5+
Sponsorship Director	VACANT	Manages sponsorship program with local and large businesses. /5+
Casino Director	VACANT	Manages CECA Casino application and account. Liaises with Executive and Volunteer Director. Helps establish use of funds. /10+
Traffic and Safety Committee		
Traffic Director	Paul Bushell	Develops and communicates traffic safety, traffic calming, and municipal plans, write traffic update for newsletter/ 1-5
Community Safety Director	VACANT	Runs the Building Safe Community program, facilitates safe community message, works as liaison with CRO and writes safety message for newsletter/ 1-5
Communications Committee		
Newsletter Editor	Olga Osi	Coordinate submissions and entries to publisher for monthly newsletter, manage monthly themes, write articles/letters/messages if needed or required/ 5-10
Webmaster	VACANT	Overall website maintenance and uploading of information as needed / 2-5
IT	Tim Rosenquist	Oversee the CECA IT role (Set up emails, Google drive, user accounts, etc.) /2+
Social Media Editor	Caryn Salageanu	Maintains CECA social media presence (Facebook, Twitter, Instagram)/ 20+
Events and Recreation Committee		
Events Director	Ahmad Sltan	Oversees the scheduling and planning of each event and filling of lead volunteer roles/ 3+
Recreation Director(s)	Ethan Longinotti, Joey Wilson	Oversees the scheduling, staffing, and planning of community groups and programs/ 3+
Festival Director	VACANT	Manages committee of board members and volunteers to organize the annual festival. /3+

Ice Rink Director(s)	Darren Bailey, Jodine Williams	Maintains and oversees the set up and maintenance and volunteers for the community ice rink/ 2-5
Seniors Director	Sherrisa Celis	Oversees the scheduling and planning of senior's events, groups and programs. 2-5
Planning Committee		
Community Development Director	Darren Bailey	Develops future community plans for amenities including placement and budgets/ 3-5
Community Permits Director	Toun Osuntogun	Submits CECA board comments of permit applications when required. Facilitates awareness of and feedback for residential development permits, posts permits on website when needed/ 2-3
Inventory Manager	VACANT	Manages the inventory of CECA supplies and materials, sign out and use, repair and purchase/ 3+
CECA Reps to:		
Cardel/SFCRA	Sherrisa Celis	CECA representative to the Cardel South Rec Centre/ South Fish Creek Recreation Association as Evergreen is a member community. / 2+
Trico Wellness Centre	Paul Bushell	CECA representative to the Trico Wellness Centre as Evergreen is a member community. / 2+
Director(s) at Large		
		Director(s) that fill in where needed with other positions and provide guidance and input when applicable. /2+
Notes:		
	Total 15 nominations, 9 Vacancies	All directors as per CECA bylaws are expected to attend 50% of meetings in a calendar year. Send regrets to Secretary for occasional meetings. Exceptions upon Executive approval. Communication via other means and attendance at committee meetings expected.