

**Calgary Evergreen Community Association**  
**2022 AGM**  
**Board of Directors Standing Nominations**

<b>Position</b>	<b>Nominee</b>	<b>Role Description/ Estimated hours per month</b>
<b>Executive Committee</b>		
President	<b>Mohamd Sitan</b>	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 with CECA by-laws, policies and procedures, signatory. / 20+
Vice-President	<b>Paul Bushell</b>	Board roles and responsibilities, support and back up to President, signatory/ 20+
Treasurer	VACANT	CECA financials, expense reports, insurance, possible key holder for CECA PO Box, signatory/ 2-5+ (can be separated into two roles)
Secretary	VACANT	Takes and distributes meeting minutes and agenda, CECA correspondence, possible key holder for CECA PO Box/ 2-5+ (signatory optional)
Past President (non-elected)	<b>Adam Frisch</b>	Role of past president dependent on change of role of President. Provides guidance and oversight to the board. (non-signatory)
<b>Membership and Volunteer Committee</b>		
Membership Director	<b>Sneha Orthner</b>	Maintains CECA membership lists, membership sales/renewals, member discount program, coordinate annual membership drive, possible key holder for CECA PO Box/ 5-10
Volunteer Director	<b>Bruno Boccaccio</b>	Volunteer recruitment, retention and reward program, delegation of volunteers based on need/ 2-10
<b>Funding Committee</b>		
Grants and Fundraising Director	<b>Ahmad Sitan</b>	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+
<b>Traffic and Safety Committee</b>		
Traffic Director	<b>Paul Bushell</b>	Develops and communicates traffic safety, traffic calming, and municipal plans, writes traffic update for newsletter/ 1-5
Community Safety Director	<b>Utsav Agrawal</b>	Runs the Building Safe Community program, facilitates safe community message, works as liaison with CRO and writes safety message for newsletter/ 1-5
<b>Communications Committee</b>		
Newsletter Editor	<b>Olga Osi</b>	Coordinate submissions and entries to publisher for monthly newsletter, manage monthly themes, write articles/letters/messages if needed or required/ 5-10
Webmaster	<b>Khushboo Agrawal</b>	Overall website maintenance and uploading of information as needed / 2-5
IT Director	VACANT	Oversee the CECA IT role (Set up emails, Google drive, user accounts, etc.) /2+
Social Media Director	<b>Caryn Salageanu</b>	Maintains CECA social media presence (Facebook, Twitter, Instagram)/ 20+
<b>Events and Recreation Committee</b>		
Events Director	VACANT	Oversees the scheduling and planning of each event and filling of lead volunteer roles/ 3+
Recreation Director(s)	<b>Ethan Longinotti</b>	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 Evergreen Annual Festival. /3+
Seniors Director	<b>Sherrisa Celis</b>	Oversees the scheduling and planning of senior's events, groups, and programs. 2-5
<b>Planning &amp; Development Committee</b>		
Community Development Director	<b>Sap Basu</b>	Develops future community plans for amenities including placement and budgets, and represents Evergreen with city land use policies and plans/ 3-5
Community Permits Director	<b>Toun Osuntogun</b>	Submits CECA board comments of permit applications when required. Facilitates awareness of and feedback for residential development permits, posts permit on website when needed/ 2-3
Ice Rink Director	VACANT	Maintains and oversees the set up and maintenance and volunteers for the community ice rink/ 2-5
<b>CECA Reps to:</b>		
Cardel/SFCRA	<b>Sherrisa Celis</b>	CECA representative to the Cardel South Rec Centre/ South Fish Creek Recreation Association as Evergreen is a member community. / 2+
Trico Wellness Centre	<b>Paul Bushell</b>	CECA representative to the Trico Wellness Centre as Evergreen is a member community. / 2+
<b>Director(s) at Large</b>		
	NONE	Director(s) that fill in where needed with other positions and provide guidance and input when applicable. /2+
<b>Notes:</b>		
		All directors as per CECA bylaws are expected to attend 50% of meetings in a calendar year. Send regrets to the Secretary for occasional meetings. Exceptions upon Executive approval. Communication via other means and attendance at committee meetings expected.