

**Minutes of the Rio Terrace Community League
Annual General Meeting
September 24, 2014
Rio Terrace Community League Hall**

Present: Tony Andrzejewski, Gordon Fuerst, Matt Harris, Ivana Turcaniova, Aman Athwal, Emma Woolner, Adam Woolner, Rhonda Holterhus, Perry Wynn, Lance Burns, Gary Burton, Yves Forte, Carrie Doucette, Samantha Gullekson, Timothy Wong, Peter C. Wong, Jessica Monk, Charlene Ramenda- Madra, Dawna-Lynne Duffy Power, Jessica Natrass (recording).

Call to Order: 7:12pm

1) Approval of September, 2013 AGM Minutes

- Motion to approve minutes by Perry Wynn, seconded by Dawna-Lynne Duffy Power, carried.

2) Approval of Agenda

- President Lance Burns proposed to amend the agenda to include the Director at Large position to the list of positions up for election.
- Motion to approve amended agenda by Samantha Gullekson, seconded by Gary Burton, carried.

3) Financial Report

- Rhonda Holterhus submitted the auditor's report of the Rio Terrace Community League (RTCL) financial statements (see Attachment 1).
- The report was prepared by appointed auditors Rhonda and Brian Holterhus and included a review of the RTCL's Statement of Financial Position, Statement of Revenues and Expenditures, Capital Fund Statement and Capital Asset Schedule. The auditor's report approved the RTCL financial statements as of May 31, 2014.

MOTION by Perry Wynn

To approve the audit report filed as information.
Seconded by Yves Forte, carried.

- RTCL Treasurer Yves Forte provided an addendum to Rhonda's report that further outlined the major sources of revenue and major expenses for the 2013-2014 year (see Attachment 2).

4) Reports for the Year

- **President:** Lance Burns presented his written report (see Attachment 3).

MOTION by Samantha Gullekson

To accept the President's written report as information.
Seconded by Carrie Doucette, carried.

- **Vice President:** Timothy Wong provided an oral report. A casino was held in February 2014. The RTCL received approximately \$78k in funds from this fundraising event. The next casino is scheduled for Q3- 2015.

MOTION by Yves Forte

To accept the Vice President's oral report as information.
Seconded by Carrie Doucette, carried.

- **Newsletter:** Dawna-Lynne Duffy Power provided an oral report. The RTCL published 4 newsletters in the past year. There are always new advertisers in each newsletter, which is a positive sign. The RTCL will continue to publish a newsletter on a quarterly basis. Having Yves Forte handle the advertisements and revenue has helped immensely.

MOTION by Peter C. Wong

To accept the Newsletter Director's oral report as information.
Seconded by Yves Forte, carried.

- **Membership:**
 - i. Gordon presented his written report (See Attachment 4). In summary there was a 1% increase in total memberships sold in 2014 relative to 2013. The highest number of memberships sold was in the Family category and the most memberships were sold at the Mac's store. The 2013-2014 membership sales year was cut short due to soccer registration beginning in mid August.
 - ii. Based upon the historic information presented in the report, it was noted that a return to door-to-door canvassing might increase total membership sales. The goal of the RTCL in the upcoming year will be to increase membership sales with the ultimate goal of reaching 100% membership.

MOTION by Carrie Doucette

To accept the Membership Director's written report as information.
Seconded by Perry Wynn, carried.

- **Maintenance:** Gary Burton provided an oral report. Gary has joined as Maintenance director in the recent months. During the last year major projects that have been completed at the hall include the replacement of roof, fascia and hockey boards in addition to plumbing improvements. Rhonda Holterhus' grant writing has been integral in securing the funds required to complete these projects.
- In the coming year, Gary intends to develop a list of priorities that need to be addressed as maintenance issues. Currently, the small rink boards are being assembled and will be complete in time for the skating season

MOTION by Dawna-Lynne Duffy Power

To accept the Maintenance Director's oral report as information.
Seconded by Perry Wynn, carried.

- **Programs:** Samantha Gullekson provided an oral report. Over the past year the RTCL held its first Halloween party, which was a huge success. This party will happen again this year. There was a Geocaching event held in the spring and all but one city program ran successfully during the summer. The Pedalheads program was also very successful.

MOTION by Carrie Doucette

To accept the Program Director's oral report as information.
Seconded by Timothy Wong, carried.

- **Hall Rental:** Carrie Doucette provided an oral report. Over the past year the hall has been rented for Jujitsu, Yoga, Meditation, RTCL Preschool, Rhythm Rhyme & Story Time, community events and private functions. Currently, the hall is booked through to December and into 2015. Carrie is always available to help with bookings and any other issues related to hall rentals.

MOTION by Tony Andrejewski

To accept the Hall Rental Director's oral report as information.
Seconded by Samantha Gullekson, carried.

- **Preschool:** Charlene Ramenda-Madra presented her written report (See Attachment 5). There is availability in all programs for the current preschool year. Charlene will remain in the Preschool representative

position until October 31, 2014 at which point someone else from the preschool will take on the role.

MOTION by Samantha Gullekson

To accept the Preschool representative's written report as information.
Seconded by Gary Burton, carried.

- **Sign:** Peter Wong provided an oral report. Peter has held the role of sign person since 2009 and may require assistance in this role going forward. There are many events going on in our community that require frequent changes to our 3 signs. Please provide Peter ample notice when requesting a change to the sign for an event.

MOTION by Gary Burton

To accept the Sign person's oral report as information.
Seconded by Tony Andrejewski, carried.

- **Soccer:** Perry Wynn presented his written report (See Attachment 6). One of the main highlights of the soccer program this year was the U-16 boys placing 3rd at the tier 3 provincials. RTCL soccer has great parents, coaches, and volunteers, which make this program a success. Perry will be stepping down from this role and recommended that a soccer committee replace the soccer coordinator role going forward.

MOTION by Peter C. Wong

To accept the Soccer representative's written report as information.
Seconded by Samantha Gullekson, carried.

5) Set Annual General Meeting date for 2015

- Next year's AGM will be held on September 23, 2015.

MOTION by Yves Forte

To hold the next RTCL AGM at 7:30PM instead of 7PM.
Seconded by Peter C. Wong, carried.

6) Elections – Bylaw Article 11

- The meeting was turned over from President Lance burns to City of Edmonton Community Recreation Coordinator (CSC) Jessica Monk. Jessica described her role as CSC and outlined the process that would be followed for the election. Jessica confirmed that a quorum was present.

Vice President: Aman Athwal let her name stand for the position of Vice President; elected by acclamation.

Treasurer: The incumbent Yves Forte let his name stand for the position of Treasurer; re-elected by acclamation.

Programs Director: Emma Woolner let her name stand for the position of Programs Director; elected by acclamation.

Membership director: Gordon Fuerst nominated Matthew Harris for the position of Membership Director, nomination seconded, elected by acclamation.

Director(s) at Large: Lance Burns nominated Samantha Gullekson and Timothy Wong to the position of Director at Large, nominations seconded, elected by acclamation.

7) Vacant Positions available (non election year)

- i. Social Director- This is a 1-year term, up for election at the next AGM.

Social Director: Ivana Turcaniova let her name stand for the position of Social Director; elected by acclamation.

8) Election of Auditors for Annual Financial Review

- The meeting was turned back over to President Lance Burns.

MOTION by Lance Burns

To appoint Rhonda and Brian Holterhus as auditors of the RTCL financial statements for the 2014-2015 year.
Seconded by Perry Wynn, carried.

Tony Andrejewski motioned to adjourn the meeting. The meeting adjourned at 8:14pm.

Next Executive Meeting: Wednesday October 22, 2014 at 7:30PM, Rio Terrace Community League Hall.