

**Meeting minutes of the Rio Terrace Community League Executive Board
June 25, 2014
Rio Terrace Community League Hall**

Present: Tony Andrzejewski, Yves Forte, Samantha Gullekson, Rhonda Holterhus, Jessica Natrass, Carlene Nohas, Gordon Fuerst, Tim Wong.

Call to Order: 7:10pm

1) Approval of April, 2014 Meeting Minutes

- Motion to approve minutes by Samantha, seconded by Yves, carried.
- Note that no minutes were recorded for the May, 2014 meeting (there was no quorum present).

2) Approval of Agenda

- Motion to approve agenda by Carlene, seconded by Yves, carried.

3) Items for discussion

▪ **Old Business**

- i. **Bouquets:** Thank you to Yves for all his hard work and dedication to the newsletter. Thanks also to Carlene, Yves and Dianne for the newsletter distribution.
- ii. **Spray Park:** The first subcommittee meeting will take place on Tuesday July 14 at 7pm in the hall. Allison McLean is leading this initiative.
- iii. **Age-friendly action plan/snow removal:** A meeting of the Edmonton Federation of Community Leagues will take place on July 10th. The Federation supports the age-friendly concept and is encouraging community leagues to take on these issues themselves. Gordon will provide an update on this at the next meeting.

An ad was placed in the May newsletter to gauge interest in a senior snow removal program in our community (fits into the overall age friendly concept). Gordon received 4 emails and 1 phone call from seniors and followed up with all of them by phone. Their shared concern was the price of the snow removal. He also received 3 calls from people whose children would be interested in removing the snow. This is an encouraging sign that a program like this could be successful in our neighbourhood.

- **New Business**
 - i. **Secretary Position Vote:**

MOTION by Carlene:

Motion to nominate Jessica for the position of Secretary.
Seconded by Yves, carried.¹

- ii. **July Meeting:** Generally, the board does not meet in July. It was discussed that it is easy to lose momentum on fall programs/events when the board does not meet over the summer to work out details etc. Although some people will be on holidays it was decided that a July meeting should take place. The board will continue to meet in August as planned.

MOTION by Yves:

Motion to have a board meeting on July 23.
Seconded by Tony, carried.

- iii. **Survey results for RTCL meeting time:** 9 people answered the survey and of these people the majority are available at 8pm. There is some concern with an 8pm start time because the meetings could end close to 10pm. The board will need to be more efficient at working through the agenda items if the meeting time is moved to 8pm.

MOTION by Yves:

Motion to start July meeting at 8pm.
Seconded by Tony, carried.

We will decide after the July meeting if 8pm is a time that works better for subsequent meetings.

- iv. **Bike Parade:** This event will take place Sunday, June 29 at 2pm. Signs are up, Carrie-Ann has worked to get corporate donations/free stuff and Jen Osmond and Felicia Dean are donating cakes. The free stuff needs to be picked up.² A presentation will be made at 1:50pm (See President Report below).

- v. **Programming Options:** We want to start more continuous programming starting in the fall based upon feedback from March mingle.
1. Craft night (age friendly). Samantha will work with Carrie-Ann to work out a day of the week for this to take place. Samantha is taking the lead on this.
 2. Art Classes: Need to follow up with Doreen on whether this could happen at the hall.
 3. Tot-Time: Jessica, Samantha and Charlene hope to get this program running in the fall and will meet to discuss details.
 4. Seniors Cards and Social Night: Samantha cannot take the lead on this. It was discussed that instead of relying on a survey or social media that we host a one time card night and see what attendance is like and go from there. Ideally one of the attendees would then take the lead on opening the hall and organizing the weekly event. Carlene has offered to host the first night at the end of September.³

All of these programs need to be promoted in the upcoming August newsletter.⁴

- vi. **Big Bin/Community League day:** Lance is leading this initiative and Carrie-Ann will be organizing a bouncy castle, popcorn, cotton candy and possibly an evening movie. These events are taking place on Community League Day on September 20th and will act as a membership drive.

There was discussion on whether it would be better to have the family events on Sunday and the Big Bin on Saturday because of the debris left around the Hall and the resulting safety concerns with small children running around at the family activities.⁵

A discussion took place on whether the big bin should be offered at all in September and if not, information on other big bin events in different communities could be sent in the newsletter/posted at the Hall. A decision on this matter needs to happen at the July meeting.

Regarding the Big Bin, Carlene has notes on the event for those volunteering this year.

MOTION by Yves:

Motion to not hold both events on the same day.
Seconded by Carlene, carried.

4) Reports

- **CRC City of Edmonton:** No one in attendance to report.
- **President:** The RTCL has received a Community League Infrastructure Grant from the Alberta Government for \$15,000. The cheque will be presented at 1:50pm in advance of the Bike Parade on June 29th.
- **Vice President:** No report.
- **Treasurer:** A year-end report was circulated by email on June 23 and also circulated in hard copy at the meeting. The RTCL is in good financial standing; however, some areas need to be adjusted in the next budget cycle. Certain line items fluctuate (newsletter) and others remain difficult to forecast (soccer). As indicated in the June 23 email, Yves will be sending those who are directly responsible for revenues or expenses a “strawman” budget requesting their input in the coming weeks.
- **Preschool:** No one in attendance to report.
- **Hall Rental:** No one in attendance to report.
- **Sign:** No one in attendance to report.
- **Membership:** One or two memberships per week keep coming from the Mac’s store. Membership is same right now as it was last year.
- **Newsletter & Distribution:** The next newsletter will come out in August. No deadline is set yet but likely will be the third week to allow advance notice of the AGM and list of executive positions available. The AGM is September 24th.⁶
- **Maintenance:** A plumber has been working on and off in the hall and preschool. There were no shutoff valves on some of the pipes so this is getting fixed.

MOTION by Tony

Motion to nominate Gary Burton to the position of Maintenance person.
Seconded by Samantha, carried.

- **Programs:** Registration to city summer programs is generally the same as it was at last meeting. Every program is full except for a few programs (cooking with toddlers, fun and fit). It is possible that these programs may get cancelled.

Samantha needs volunteers to help with this year's Halloween event, to be held on October 25th. Info on the event will go into the next newsletter.⁷

MOTION by Samantha:

Motion to spend \$2500 on the Halloween party.

Seconded by Yves, carried.

- **Social Committee:** no report.

Adjournment: 7:57pm

Next Meeting: Wednesday July 23, 2014 at 8PM, Rio Terrace Community League Hall

Follow up items:

¹ Yves and Jessica to go to bank to give Jessica signing authority on the account.

² Samantha to contact Dawna-Lynne to help with picking up donations etc.

³ Carlene to work with Carrie-Ann to book hall for senior cards and social night.

⁴ Samantha to put together info on Craft night and Tot Time for newsletter and send to Yves. Yves to put together info on senior card and social night for newsletter.

⁵ Samantha to follow up with Carrie-Ann on this option.

⁶ Carlene to write/include info on AGM and positions available for August newsletter.

⁷ Samantha to provide info on the Halloween event to Yves for next newsletter.