

**Meeting minutes of the Rio Terrace Community League Board
November 26, 2014
Rio Terrace Community League Hall**

Present: Lance Burns, Ivana Turcaniova, Matt Harris, Tony Andrzejewski, Cheri Treasure, Gary Burton, Emma Woolner, Yves Forté, Aman Athwal, Jessica Monk, Jessica Natrass (recording).

Call to Order: 7:32pm

1) Approval of October, 2014 Meeting Minutes

- Motion to approve minutes by Tony, seconded by Yves, carried.

2) Approval of Agenda

- Motion to approve agenda by Tony, seconded by Matt, carried.

3) Correspondence/Announcements

- Bouquets: We had a great Halloween party with a great turnout. Thanks to the organizing committee: Jessica Natrass, Carrie Anne Doucette, Samantha Gullekson, Yves Forté, and Diane Harrington and to all the volunteers. The newsletter went out this month and was a great submission.¹ Thanks to Yves Forté, Dawna-Lynne Duffy Power, Diane Harrington, and Carlene Nohas for their work.

4) Items for discussion

- **Old Business**

- i. **Spray Park subcommittee update:** The committee has received approval of its project request form from the City of Edmonton and will proceed with the next steps of developing a needs assessment and public involvement plan as well as discussing fundraising ideas. In 2015 a Community Project Coordinator (CPC) and Landscape Architect (LA) will be assigned to work with the committee going forward. The next committee meeting is January 8th, 2015. The targeted date for construction of the spray park is 2016.

- **New Business**

- i. **Spending increase:** Currently, any spending over \$500 requires three quotes and a motion and vote from the board, approving the costs (derived from said quotes). Spending amounts under \$500 can be approved by the President.

Due to the rising costs of labour services and materials, and the work that is required to contact contractors and obtain quotes, an increase in the minimum spending amount before requiring quotes and full board approval was brought forward.

MOTION by Gary Burton

I motion to raise the spending amount for which a motion and or vote is not required from \$500 to \$1000.

Seconded by Tony Andrzejewski, carried.

- ii. **Financial Support for Illuminight:** Over the last 3 years the RTCL has donated to the Moravian Church's Illuminight event and covered the costs of one wagon. Our neighbourhood realtors, Felicia Dean and Jen Osmond have also covered the costs of a wagon. This year the wagon sponsorship cost has increased to \$1000. Felica and Jen did not anticipate the increased amount. The RTCL is able to increase our donation to Illuminight for this year so that the Church will have enough for both wagons.

MOTION by Matt Harris

I motion to increase the RTCL's Illuminight donation amount to \$1250 for 2014.

Seconded by Yves Forté, carried.

- iii. **Classifieds:** Parents want to know how to meet and connect with babysitters in the community. There was discussion about how to best connect people as a community league without facing any liability issues. Jessica Monk indicated that the Hampton's community has had success in holding a babysitting course and then 1-2 weeks later hosting a meet and greet for those who completed the course and parents who need sitters. A decision was made to copy the Hampton's model with Emma and Ivana taking the lead. If this works well, we could host other open houses for odd jobs such as snow removal, dog walking, lawn care, etc.
- iv. **Hall renovation Subcommittee:** Tabled as no one in attendance to report.

5) Reports

- **Social:** Decision made to host pub night in January at Uncle Glenns with Jessica taking the lead and Ivana helping.
- **Membership:** Two memberships sold this month at Mac's store. Matt to work with Lance on membership drive ideas.
- **Programs**
 - i. Tot Time – starting January, 2015. Jessica taking the lead. Ad went out in newsletter and Facebook page has been created for parents who are interested.
 - ii. Senior programming- This is an ongoing issue. Seniors want more programming and/or events that are not focused primarily on young families, but the existing board members cannot take on this role. Lessard community has seen success with a one afternoon a month senior's tea. It was agreed that having a seniors program coordinator position would be ideal, with that volunteer reporting to the programs director, Emma. Eventually we could include this as a position in our bylaws.
- **CRC City of Edmonton**
 - i. A report was sent from Jessica Monk by email prior to the meeting.
 - ii. Learn to Skate- The city is trying a different model this year where lessons are offered for free and on a drop-in basis. One location the city is interested in is Rio Terrace. Lessons would be offered on a weekday. Matt has agreed to volunteer to be available to open and maintain the rink for this program, providing the dates work and we don't find a rink attendant to do the job.²
- **Maintenance**
 - i. The small rink has been constructed.
 - ii. Three new skating signs bought and installed (by rinks and locker room).
 - iii. Furnace cleaning will happen Dec 9th. Cheri will look into preschool vacuum system to see if we still need it.³
 - iv. Gary had keys made and a lock box. Gary will follow up with preschool on door installation details.⁴
 - v. 8 doorstops were installed.
 - vi. Toilet paper dispensers are not working well. Gary wants to replace these along with soap dispensers and will move ahead on this.

- **President**
 - i. **Shredding event:** The City of Edmonton has shredding events each spring, free of charge. These events draw lots of people. Lance has contacted other companies who provide this service. It would cost \$1000 for 4 hours. This is something that we could organize as a community league for our members and use as a way to fundraise, share information and drive membership sales.
There was a discussion on whether or not a shredding event would draw people in our community specifically. It was agreed that an event like this should be discussed further at the next meeting because of the potential benefits.
 - ii. **Ice rink attendant:** There is a student in our community who can work as the attendant on the weekends. He is registered to take the City of Edmonton ice-making course on December 2nd. Other rink attendants are needed for Monday-Friday. Ideally we need 2 attendants. It has been a frustrating process trying to recruit attendants. Lance to send out email to let community know of this issue.
 - iii. **Leagues Alive:** A document was submitted by email prior to the meeting that summarized the key learning's from the conference. It would be great for more people to attend next year. Ideally, the entire exec would attend.

- **Vice President:** Aman will look into the process of opening and amending our bylaws.

- **Treasurer:** A report was submitted by email in advance of the meeting. We have switched to TD bank and only the signing authorities are required to provide additional information to TD.

- **Preschool:** RTCL Preschool executive president Cheri Treasure presented the preschool's 2014-2015 budget to the board. Low enrollment has led to a projected deficit of \$5700 for the 2014-2015 year. The next preschool executive meeting will take place in December. The Preschool is exploring options to reduce costs and raise additional funds, but requested input and assistance from the RTCL board.

MOTION by Yves Forté

I motion that we support the RTCL Preschool program and make available funds of \$6500 for them to operate until the end of June 2015.

Seconded by Emma, carried.

- **Hall Rental:** Carrie reported by email that there are no available dates left in December for hall rentals.

- **Sign:** No one in attendance to report.
- **Newsletter & Distribution:** No one in attendance to report.

Adjournment: 9:08pm

Next Meeting: January 28th at 7:30PM, Rio Terrace Community League Hall.

Follow up items:

¹ Dawna-Lynne to email Lance electronic copy of newsletter to put on website.

² Jessica Monk to work with Matt to determine which day works for Learn to Skate program.

³ Cheri to look into if the preschool needs the vacuum system or whether it can be removed.

⁴ Gary to communicate door replacement dates and other info to Cheri Treasure.