## **Rio Terrace Community League executive board meeting**

## **August 23rd, 2017**

**Rio Terrace Community League Hall**

**In attendance:**

**Lance Burns, Daniel Mallett, Tony Andrzejewski, Giselle General, Stephen Deck, Gary Burton, Josh Bowen, Samantha Gullekson, Emma Woolner (recording), Chase Gingles (CRC),**

**Kelly Picard (7:33pm), Carrie Anne Doucette (8:10 pm), Auriana Burns (8:47 pm),**

**With regrets: Aman Athwal, Erin Waye, Brett Myers, James Lavoy, Jen Osmond, Lorne Dach (MLA),**

**Meeting minutes**

**Meeting called to order at 7:07 pm**

1. **Approval of July 2017 Minutes**

**Motion to approve** by Tony; seconded by Dan; unanimously approved, carried

1. **Approval of Agenda**

**Add Big Bin**

**Motion to approve** by Tony; seconded by Dan; unanimously approved, carried

1. **Approval of budget**

Additional information: got city operating grant. Nothing else to report

**Motion to accept the monthly financial reports as information** by Dan; seconded by Josh; unanimously approved, carried

1. **Items for discussion**
	* **Old business**
2. Hall organization update – Emma: working on a day to get it done before The Big Bin
3. Transition to Google online storage of CL docs and email address distribution – Lance: he doesn’t have the email from Erin. That was going to happen after the AGM once all new directors have been elected. Tabled to October meeting.
4. Summer party: update by Giselle
	* 1. Overall it went well!
		2. Highlights
			1. Everyone is great! Thank you for everyone who helped with licences, purchasing and pick up of supplies, patience with me last Tuesday and Wednesday, and being at the event.
			2. Dunk tank was a hit! Raised $485. Looks like the option of dunking friends and family members, which we opened after 7:30, was a great idea.
			3. Having most of the activities in the rink worked out really well.
		3. Low Points
			1. During the week of, two of the food trucks cancelled after the sudden change in plans with Sonic Franks for Listening confirming short notice that they are coming. It was recommended to notify the food trucks whether they wanted to come or not, and they said "no, we can't compete with free food". The only one who decided to still come, cancelled the day-of due to issues with their truck. We had the hotdogs, popcorn and ice cream and drinks so it turns out okay in terms of food.
			2. Some of the political candidates handed out flyers, even after having that in the letter invitation that it is not allowed. Dawn Newton would not have known because she was not invited into the dunk tank. Thanks for everyone who was proactive in stopping this,
		4. Action Items:
			1. Everyone: Decide what to do with the candidates that were caught canvassing. Dawn Newton was not invited to the dunk tank because her campaign launch didn't happen yet. Sarah Hamilton and Miranda Jimmy definitely got the email where it says in the attachment "this is not a political event..without handing out political paraphernalia". So they totally disregarded that.
				1. Should Giselle even send an email to confront them about it?
				2. Should Kelly do something regarding the Candidates Forum?

No, it should come from the president. If they were told twice, they for sure would not be invited to the Candidates Forum. Send Erin an email to see whom she spoke to. Sam will text Erin right now.

Laurier and Lynnwood asked if we are having a candidates forum. Would they be upset if not all candidates are there? Of note, they are not putting on a forum and are attending ours.

Chase: have a word with Deborah at EFCL.

Not include candidates at parties in the future. Should that mean that Lorne is not invited…? Even if he’s not canvassing? His presence is not election based. He’s the first politician in 10 years to attend our events.

* + - 1. Giselle will compile all info in planning document. Including pictures taken of the event. Lots of great ideas from everyone.  Will be completed by next week. Will give to Chase for feedback on how the planning document is used.
			2. Lance: Give to Giselle an email login and password of one of the RTCL email accounts so that uploading to the online storage can be done for the event planning document.
		1. WE BROKE EVEN ON BOOZE (40 surplus)
1. Tot time toys: update – Sam: throw out toys, garage sale at big bin? Then Sam will buy new toys.
2. Running in Rio – Giselle: Oct 15th 2017 has been booked with Running Room. Aileen is organizing it. Lance: touch base to see what they need. Last year, hall as warm refreshment area after the race. Chase: we will need a parkland permit.
3. Community Candidate's Forum for Municipal Election – Kelly: David Xiao has not responded. All others have. Lance: he did not come last time. Oct1st, 2-5. Borrow rules of order from another forum. Candidates have been shared rules of order. There will be a moderator. Snacks will be provided. Chairs need to be set up. Formal questions submitted beforehand. Stats for voter turn out. 36% municipally, 52% provincial. The voter turnout is really high for the neighbourhoods that are interested.

The capacity of rink is 200, we may need to get a larger venue. We should probable ticket to get an idea of numbers.

Chase: how open are we hosting other communities.

We will talk to other communities to see if they have supplies such as chairs… Lance will blast community and send our surrounding communities the EventBrite signup.

Another idea would be to have a second day?

The Elmwood school venue is the largest. And they have a stage. Therefore, we will ask the school. Lance will ask Auriana.

Emma, Giselle, Josh (if he can get childcare), Lance, Tony (if here), Sam can help with collecting goodies. Kelly can moderate.

1. Infill update (Gordon Fuerst’s update; see attachment)

Lance will write a letter and bring it to the board. What is the timeline? Giselle and Dan will write it. Distribute to board for friendly amendments.

1. Outdoor faucet (Joyce Fuerst request; see attachment) – Dan: faucet problem, we need to replace. Gary call plumber (Scott, Aileen’s husband). Separate shut off on the inside. Gary is on it.
2. Bulk Purchase of City of Edmonton Attractions Passes – Dan: bought a variety of passes just under our total. ~50 passes.
3. Big Bin – Lance: Sept 23rd, Lance needs help. Schedule 3 people at all times. Gary is in, Paul (sam’s hubs) will if he is here. Dan will help early (10-1), Josh (9:30-1), Stephen (1-4). We will get a trailer if there’s interest for pick up. Membership selling – Erin? Direct traffic. If there are kids interfering with volunteering, they will get a babysitter.
4. OTHER ITEMS FOR DISCUSSION

Garage sale IDEAS: Advertise for community to have all garage sales on the same day. Donate to the hall. A lot of work. They preferred the advertisement way.

Spray deck – Sam: construction has started. They got rid of the penis cat tail. It is nature themed. Chase: 18-24 features. 30X18ft (egg shaped). 7-8 big features. 6-8 weeks construction.

* **New business**
1. 'Being Part of the RTCL Board 101': not until bylaws are finalized. We will hold an orientation. Tony and Giselle, Lance orientation for new members in October.
2. Community League Swim - Email from Auriana: confirmed again for this year at Terwillegar on Saturdays from 5-7 pm. Just on a sidenote in case there are questions: I see on the pool closures that JP pool should be open again in April/May but we are signed up "until JP opens" so I'm not sure what the end date will be for our booking - usually, it is until the end of June.

Full year program at Terwilligar. Tracking is poor. Free swims and closure of rec centres have complicated the tracking. When Rio opens April/May 2018, we give 16 days notice and then reapply to JP

1. **Reports**
* CRC – Chase: CRC (Community Recreation Coordinator) Report August 2017 Presented by Chase Gingles 780-619-6512 chase.gingles@edmonton.ca

**Information and Referral**

a) City of Edmonton Free Admission Day – Sunday September 24, 2017

b) Green Shack mid-season stats:

a) Patricia Heights: Average of 7 participants/hr (2 low, 15med, 44 max - Laurier). Is it worth the $5000? Demographics? Not catching the low income kids… Advertsing: it was on the sign and posted to FB. We need to target the low income demographic. Too far to have it at Pat Heights. It should be Rio. Put something in the newsletter. @ Rio tere should be a Green shack no matter what bc of the new spray deck. DOOR KNOCKERS!!!

**Program Development and Implementation**

a)

**Reminders**

a) I will be away August 26 – September 17. Allyson Szafranski will be available to handle any inquires you may have. Allyson.szafranski@edmonton.ca or 780-442-4848

b) New equipment loaning procedure:

Go online to: https://www.edmonton.ca/activities\_parks\_recreation/services-for-recreation-provid.aspx

c) It’s never too early to start planning for your next AGM

* It would be helpful to start to think about…
* What type of support you will need?
* Who wants to try a new position?
* Who is leaving the board?
* Is any last minute succession planning needed?

d) Community League Day: Saturday September 16, 2017

e) City of Edmonton Municipal Election

a. Nomination Day: Monday September 18, 2017

b. Election Day: Monday October 16, 2017

SLIDES: newsreport park ops: still waiting. Going to demand a new design. Something should be in before the snow falls. 26 neighborhoods. He has 5. City is shifting policies about allowing digital signs on parkland, but there is nothing right now.

* + President – Lance: in Oregon. Keep Samrita engaged in community events.
	+ Vice President – Aman: no one in attendance to report.
	+ Membership – Erin: Emailed report

• New memberships are selling.

•29 sold at the Summer Social, almost the equivalent on line thru EFCL.

• Memberships will be available for sale again at the Mac's as of Sept 1st.

Samrita never got any info that we were trying to get into contact with her.

•Continuing membership sales efforts thru pre-School registration, big bin, and all community social events.

* + Programs & Social – Kelly/Stephen: AGM, Halloween party – Oct 28th 1-4pm. Sam will do Halloween. Carrie will help. Emma will volunteer. Kelly will find the budget for Sam - $1950. Breakfast with Santa – Emma will be the point person. Lance will do photos again. Dec 3rd. Budget is $1850. Neighborhood engagement, $300 winter grant. Money has to be used by the end of Feb.
	+ Maintenance – Gary: hot water heater & back toilet leaking. Shed: 3 places available for purchase, he needs details before ordering. There must be at least 1 window, no insulation, no electrical.

The outlet behind the stage won’t hold a cord. Therefore, we need a longer extension cord.

Timer to stereo as it overheats.? Could we vent the doors? Perhaps we should seek out the advice of an electrician?

* + Hall Rental – Carrie Anne: Floors are being waxed Sept1/17 weekend; Schedule has been updated on line. Pretty booked. Tai Chi is now a regular long term renter Sundays 1:30-3:30pm. Lots of events; for ex;) 40th anniversary and 60th birthday parties. Saturdays are almost our only day available for rental.
	+ Preschool – FULL waitlist. Surplus of $21,000. Same fundraising plan as last year. The goal is to get the preschool to independence. But there are 4 things required. Constitution, societies act, separate bank account, signing authority. 2 year space to show independence. The discussion has not come up in a year. The last 3 times, no one wanted the independence.
	+ Soccer – Perry: no one in attendance to report.
	+ Newsletter – Giselle: Everything is going well. Now we are just in the invoice collecting stage.
1. I saw that the Newsletter Director position is up for election this upcoming AGM. Some of our plans (me and Corey) for the future of the newsletter, if we would be the team continuing moving forward are:
	1. Setting up a way to pay electronically for ads
	2. Doing 5 newsletters next year instead of 4 - a gradual increase to see it is doable. Is a motion needed closer to 2018 to approve this?
2. Whenever we get the chance we introduce ourselves to our neighbours as the folks in charge of the newsletter to get their feedback and see how they like it. Positive feedback so far.
3. We place a request for "Community Concerns" and we received a response regarding Pedalheads. Parents of kids in the program turn theirs cars dangerously or park blocking house. This can be dangerous to the kids in the sidewalk if the drivers are not paying attention, or block driveways. This will be published in the next newsletter and a copy will be given to Pedalheads as feedback for next year.
4. Action Items: (this is if Giselle and Corey continues to be newsletter team after the election).
	1. Giselle will email to Lance/ Kelly the letter to Pedalheads and forward to the organizers as feedback for next year.
	2. Ask Dan's help to officially set up the electronic invoicing and payments.
	3. Everybody else: Think about and suggest a publication schedule that would work for the community. Current publication schedule is February, May, August and November. Example: Should we do a July, September then November schedule later in the year?

**Meeting adjourned at 9:27 pm**

**Next meeting is October 25th at 7pm**