

**Rio Terrace Community League Annual General Meeting
November 23rd, 2016
Rio Terrace Community League Hall**

In attendance:

Lance Burns, Aman Athwal, James Lavoy, Giselle General, Tony Andrzejewski, Gary Burton, Daniel Mallett, Carrie Ann Doucette, Kelly Picard, Auriana Burns, Jana (preschool board), Chase Gingles (CRC), Emma Woolner (recording)

Meeting minutes

Meeting called to order at 7:02pm

1) Introductions

2) Approval of August 2016 Minutes

Motion to approve by Tony; seconded by Giselle; unanimously approved, carried

3) Approval of Agenda

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

4) Approval of October monthly financial report

Additional information: Dan will be following up with AGLC to see if we can use casino funds for construction of playground equipment

Motion to approve the October monthly financial report by Dan; seconded by Tony; unanimously approved, carried

5) Items for discussion

▪ **Old business**

1. Halloween party follow-up - Carrie Ann: the event went well. In fact, it was the smoothest run we've had in a while. The magician was great as was the face painter. The no. of cookies was good. There aren't any major recommendations for next year.
2. Illuminight - James: Illuminight is not Dec 18th, as advertised in the newsletter but rather Dec 11th, 5:30-8:30pm. Therefore James is hoping to get out the event information on Facebook, the RT website, as well as sending information out to the membership email list. At the event, there will be a display from JP wellness center, musicians playing Christmas music, cookies, hot chocolate, and sleigh rides.
3. Spray deck update - Auriana: The Running in Rio event was awesome. We received a cheque from running room for \$800, with donations totaling ~\$1300. The Chapters fundraiser raised \$400 and the insert in newsletter raised \$21,350 in donations (1 was for \$20,000 from a scaffolding co. that live in the neighborhood). Breakfast with Santa is coming up where the committee will be selling Baileys. Less than \$20,000 is expected to be required from the community league. As a result of the work of the spray deck

committee, it is thought that legacy events have been created (the summer party and Running in Rio). GREAT JOB SPRAYDECK COMMITTEE!!!

4. Logo feedback – Lance: basically the logo is done, but there has been conflicting advice. We need a limited number of people that would look over and ok the final image. The logo will be repurposeable with letterhead and business cards. Giselle and Lance would like to be on the committee to ok the final image.
5. Social Director position update – Lance: he has not had the chance to put out a request to the community to fill the position. He will do that ASAP.
6. Subcommittee for strip mall redevelopment – Lance: last week there were people that were interested (but it is not in the minutes). Giselle, Jason H., Lance, James, Dan, Aman, Tony, Sam (? – it was thought that she requested to be on the committee at the meeting last month) would like to be on the subcommittee. As of right now, we need to wait for the community liaison before we can proceed.

- **New business**

7. Breakfast with Santa –Carrie Ann: The event is on December 4th. Carrie Ann has made the arrangements thus far, but will not be available to attend the event. Kelly has offered to take the lead. Please send the list of things that need to be done to her. Santa and breakfast is arranged. There is a Christmas party the night before, and they will be decorating. Decorations will likely be gold and white. They have been requested to leave them up and we will use them if we like (and can throw everything away when we are done). Kelly will meet with the caterer. Emma will ask if Sam is planning on doing cookie decorating. The spraydeck committee is selling Baileys at this event. Someone will need to make coffee (or can someone from the spraydeck committee be asked?). Lance will be taking the pictures. James offered his white pulpit bench for Santa's chair. Aman offered to take care of coloring pages/felts, and will take care of the station on the day of the event.
8. Preschool Silent Auction – Jana (secretary from preschool): The event is this Friday night. There's a ton of stuff including big items (such as a signed McDavid jersey). The event is scheduled until 1am because last year the payments took a long time. However, this year we have squares (up to 8) so payments can be made by card. Therefore, it is not expected for payments to take as long as last year. The auction of last large item is scheduled at 9:30pm. So, it is expected that the event will not run as late. Advertising, decorations, lighting, food, and drinks have been pumped up. It is expected to be a large event.

There is no tot time on Friday so that the preschool can have the day to set up.

9. Rink opening and ice making workshop – Lance: we don't know when the rink will open because it is weather dependent. The rink attendants were out on the Halloween night with cement filling in places that were problematic last year and have already put up the rink boards. We may lose a machine this year because there is blow by.

The free workshop for ice making is happening Dec 1st 6-8pm in Granview Heights. If you're interested in going, they provide pizza and teach you how to the lay water to make ice. We are allowed to send 2 people. The 3 rink guys have already done the course and were trained by someone. James may be interested. Lance will follow up with James.

10. Signs – Kelly: we need a new sign on the building. The letters are heavy and fall on cars below. Can we get a quote on a new sign (electronic)? Chase will check and let us know next meeting. Chase will look into a grant for such a project. Carrie Ann knows someone that sells them.

6) Reports

- CRC – Chase: On Dec 17th there is a learn to skate programming session (how to run the program or become a coach). On Jan 10th (6:30-8:30pm), there is a winter activities training (how to run outdoor programs). He will email out the calendar of services training.
 - The green sand boxes all over the city will no longer be filled and will be removed. It is a cost saving action by the city. They are offering the green boxes back to communities, but it is our responsibility to maintain it. The locations of the yards where sand can be picked up will be emailed out. An email will be put out to the community to see if someone wants to take that on.
 - The city is planning for the Oleskiw rivervalley (a 10 year plan). The new footbridge connects it to Terwillegar dog park. It will be finalized next summer. The input planning this will be at the Wolfridge community hall on January 16th-17thish. He will confirm at a later date.
 - The winter connections event is cancelled this year. Rather, there is a grant reimbursement to communities for an event occurring Dec 1st and Mar 19th for amounts up to \$350. There is a simple application.
 - The community walking maps will be updated with minor edits (but are not being redesigned). This includes new photos. Are there any errors or significant omissions? Chase will be taking edits until December 10th. Special requests for maps (large orders) needs to be placed in advance, such that they can make enough.
 - Because they are short staffed all of the registered programs that happened last year will be re-implemented.

- President – Lance: Solar energy update – only 1 cheque amounting to total of \$2,000 for the solar energy audit site assessment. A solar energy course was taken by Brett Myers for \$250 (approved by Lance). He wants to participate in the process. The auditing agent wants to schedule the walkthrough. Lance, Gary, James, and Dan are interested in attending the walkthroughs. Lance will make sure that they are on the emails.
-Rink attendants: these business students are doing a great job. We want to make sure they are happy and have a space to work even when there are renters using the hall. They will be consulted.
- Vice President – Aman: no casino information, but will reach out to AGLC to see when we are eligible to have another.
- Membership – report sent out in advance by email
- Programs & Social – Kelly: the Learn to Skate program organizers needs keys, but Carrie Ann does not have a plethora of keys. Gary will cut 10 more keys for the front door. Can we leave the extra keys in the lock box? Gary would rather not. Gary will give one to Kelly for the Learn to Skate people and Carrie Ann will take 5.
-Kelly has been continuing Tot time (with Anna from the community)
- Maintenance – Gary: polycarbonate is up on the windows.
-Furnace cleaning is recommended every 2 years and we are due in March. The fees will be \$439.90. However, we do not need to clean the central vacuum (as it is not used by the preschool). This will save us \$49. Auriana: it would be best if the cleaning was done during spring break (Mar 27th - 31st) because the preschool will not be in session. Gary will try to book it for that time.
-He still hasn't heard from the city regarding the safety approval of the storage shed. It's been 4 months and he was told 6 – 8 weeks. Chase will follow up. Gary will call Chase to follow up.
- Hall Rental – Carrie Ann: there is a rental after the preschool silent auction on the Saturday, so can the preschool clean up that night or before noon the next day? Jana: they are planning on cleaning up that night, but she will reiterate it. Carrie Ann will be away Nov 30th – Dec 7th. There is 1 rental while she is gone. There is a good rental frequency for Dec. Dec 31st has a rental (family party of 50 ppl). They have rented before and she doesn't anticipate any problems.
- Preschool – Jana: auction (as above). Auriana: preschool budget: as per the submitted budget. The bottom line is that there is a surplus. \$10,000 will be maintained for September expenses before tuition checks come in.
- Soccer – no one in attendance to report
- Newsletter – Giselle: she will be taking this on and will email the appropriate people for the transition process. We have to figure out how the advertising money is going to come in. She already has 1 new advertiser. The current program and template is in a Mac format which will need to be converted to Windows.

Meeting adjourned at 8:26pm

Next meeting is January 24th, 2017 at 7pm

TO FOLLOW UP WITH before next meeting:

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| Dan | -Follow up with AGLC to see if we can use casino funds for construction of playground equipment |
| Carrie Ann | -Email Kelly with the list of things needed to be done for Breakfast with Santa |
| Carrie Ann/Kelly | -Request volunteers for Breakfast with Santa |
| Lance/Carrie Ann | -Get out info (emphasis on date change) regarding Illuminight on Facebook, website, membership email list |
| Lance | -forward information (phone number) to James for the ice-making workshop
-Email membership to see if someone wants to take maintain the "green sand boxes"
-Consult with the rink attendants to make sure that they are happy with the current arrangement while there are renters in the building |
| Emma | -Ask if Sam is planning on doing cookie decorating for the Christmas party |
| Chase | -Look into whether we can get an electronic sign on the building and whether there are grants for it. He will let us know next meeting.
-Email the board with calendar of services training
-Email the board with information about the sand boxes and yard locations for sand pickup |
| Aman | -Reach out to AGLC to see when we are eligible to have a casino |
| Gary | -Book furnace cleaning for spring break
-Follow up with Chase regarding city approval of the shed |