

**Rio Terrace Community League board meeting**

**Sept 23<sup>RD</sup>, 2020**

**DIGITAL MEETING**

**IN ATTENDANCE with active memberships FOR VOTING: Board members: Lance Burns, Auriana Burns, Brandon Blanck, Giselle General, Kristin Bauer, Rachelle Roberts, Jen Osmond, Aleksandar Stefanof (out at 8:03), Perry Wynn (out from 7:41-8:15), Emma Woolner (recording)**

**Stephen Deck, Gary Burton,**

**Community members: Tammy Snaychuk, Timothy Wong,**

**Non-voting: Liz Laurence (EFCL), Una Bryce (NRC; out at 7:41), Stuart York (NRC), Carrie Doucette (out at 8:48pm)**

**Regrets: Tony Andrezjewski**

## **Minutes**

**MEETING call to order: 7:18pm**

**1) Approval of Agenda**

**Motion to approve agenda** by Emma, seconded by Perry; All in favor; carried

**2) Approval of AGM 2019 meeting minutes**

**Motion to approve minutes** by Emma, seconded by Perry; All in favor; carried

**3) Finance Report**

**Of note: Brandon Blanck:** Treasurer as of late Nov 2019. Hats off to Dan for helping with the transition.

Overall, the CL is in a good financial position (even though this year has been weird). The hall rentals is practically done at this point. The preschool stopped in March (supposed to be revenue neutral and is).

This is supposed to be a casino fiscal year, but we don't know if that is going to happen. Operating account: \$179,000 as of May 31<sup>st</sup>. Not a lot of expenses. Casino account has been drawn down to v. little (was intentional as it is required by AGLC).

2019 - \$76,000, nothing in 2019 because it was not a casino year, we doubt we will get it in 2020.

We explored some of the COVID subsidy from the government, but we didn't qualify for anything (except \$20).

Soccer: revenue neutral. Perry will speak to that,

Janitorial: increased spending due to increased cleaning during COVID.

Maintenance: some small repairs, but was required to keep the hall running.

Rink attendants: cost went up, but it is tough to say what that will look like this year.

Utilities: we should see a decrease due to the solar panels.

Fiscal year ended May 31<sup>st</sup>, 2020.

Budget: he made 3 different scenario: Worst case budget = casino doesn't happen, best case = casino revenues the same as 2019. Income statement for the last few years.

Estimate roughly based on where we are at. Ok if we don't get casino, but if we get even a small casino, we will break even for the budget that he made. No casino = \$22,000 deficit.

We don't want to make any big expenditures until we know about the casino.

AGLC has followed up about what we have spent.

Monthly report: most expenses are coming out of our operating account (cleaning, rink attendants, etc.) Grant revenue was for CL operating grant. Janitorial is now coming couple times a week (instead of once), so our expenditures is up. Professional fees are a new thing (bookkeeper/accounting firm).

**Motion to accept the audited financial statement** as presented by Dan; seconded by Perry; all in favor; carried.

#### **4) Reports for the Year**

- NRC - Stuart: doesn't have a report, but is looking forward to working with us.
- President – Lance: finished solar panel project. In April/May, the system went down. We made a point that every month, the solar energy savings will be talked about so that if it goes down again, it will not be for more than 30 days. Saved 15,000 kg CO<sub>2</sub>, equivalent trees planted is 450. There is an app if you would like to keep track. He will distribute it if you would like it.  
We need a more effective way of keeping people off the roof (we got a sign).  
Last year, the winter was cold, and the rink was well maintained, but due to COVID, attendance was down.  
We didn't qualify for CERB due to an inability of the government to understand what a CL was.  
Big Bin – very good. Are the life blood of our CL.  
Movie night – Carrie rented us a screen and Bluetooth speaker, bought candy (made care packages for each person), made popcorn.  
In our upcoming events, we need to  
Our insurance company doesn't have a plan or documentation. Case by case analysis. There will be a rider in the next plan about COVID. But we don't know what that clause looks like yet. The bar is high if people are holding private events.
- Vice President – Giselle: 2019 is not a casino year. Because she is doing other roles within the board, they are keeping her busy.  
The bylaws are also on her list... and they are "dry". She has initiated a conversation about re-starting bylaws, but then COVID. In 2017, it was attempted, but didn't happen. Policy and procedure manuals are next on the list.
- Membership – Auriana: sales through EFCL (May 15<sup>th</sup> ongoing). Learning curve to find out how to find out who those members were...

Miscommunication with CircleK. Links to buy a membership now available online. Memberships at Big Bin (~70) and through soccer. Membership drive is not a consideration due to COVID.

- Programs & Social – Aleks:  
Auriana: At Terwilligar. CL swim canceled in April due to COVID. Summer swim was open. Fall swim canceled due to COVID.
- Maintenance – Lance: We are having issues with inspectors have not come out and approved/rejected the furnaces. We need the city to come out. Doors – shocked at the sticker price. Got several quotes. Need to get done. Concrete – on the list, but we need to remain frugal until we know that we have more money coming in.
- Hall Rental – Carrie:

The hall rental coordination is a paid position within the community league and usually consists of the coordination of rentals for community members and private renters rentals, programs such as Jujutsu, Yoga and Tai Chi however COVID changed that and brought a cease to all hall rental activity until August. Capacity changes to just 50 people for indoor rentals and COVID protocols that include deep cleaning as well as mask and sanitation procedures. It looks like some programs may return in early 2021 but we will need to review the new processes with said renters and ensure they are comfortable with the new normal. While not in the hall rental coordinator capacity the Facebook page, marketing and many of the activities that happen at the hall are done so on a voluntary basis by the coordinator.

It is with respect that I ask that all future activities for the community put on by the league need the Social and Program coordinators duty to find volunteers to run said programs and activities. I am happy to assist with creation of marketing materials and posting of said activities on social media my role needs to remain coordination of the hall.

- Preschool liaison – Auriana: The Rio Terrace Community Preschool had a very successful year in 2019-2020.

The preschool offered:

4 year old AM class, 3 days per week, 18 students

3 year old AM class, 2 days per week, 16 students

3 and 4 year old PM class, 3 days per week, 18 students

Registration was full in all classes with wait lists. Shaylene Saxton, teacher, and Jana Konelsky, teaching assistant, provided exceptional programming in a play-based environment. Shaylene incorporated many ideas from the New Zealand study tour she completed in January 2019, such as full days where

students played outdoors in nature. Also, in the summer of 2019, a climbing wall was installed in the Preschool; it was well used daily in free play programming.

In March 2020, the Preschool classes ended due to the Government of Alberta announcing that schools, including preschools, were cancelling classes indefinitely due to COVID-19. Shaylene and Jana continued programming remotely for children and their families through an app, providing stories, activities, and challenges for children to participate in at home and in their community. Tuition fees were refunded to parents for April-May classes that were cancelled.

The Rio Terrace Preschool Executive slate was full. The Executive met regularly and supported the preschool program in a responsible and ethical manner through the tumultuous months of April through August. The Preschool ran 2 fundraisers in the community: a garage sale in September during the Big Bin Event and a silent auction in November. The Preschool ended the fiscal year with a surplus that carried over to this school year.

The Rio Terrace Community Preschool did not open this September due to the pandemic requirements for preschool operations. Parents who have registered in spring 2020 have a spot reserved for their child when the Preschool opens later this year.

- Soccer – Perry: as per submitted report. Indoor this year is at 40% of last year. Shrunken team sizes. Play in cohort groups. That allows following AHS guidelines.
- Newsletter – Giselle: we have 4 print newsletter 4 times a year: Feb, May, Aug, Nov. Signs, website, social media, emails. Team: Corey, Giselle, and Tami + youth with newsletter routes. Small fees for business newsletter. May + Aug newsletters were digital only and no fees for advertising, but we paid the youth anyways. Will evaluate on a quarterly basis as to how the newsletter will be distributed.

#### **5) Set Annual General Meeting date for 2021: September 22<sup>nd</sup>, 2021 7 pm**

#### **6) Elections – Bylaw Article 11**

- **Even year nominations and elections for the following board positions for a two year term:**
  1. Vice President – nominated by Rachelle: Giselle; other nominations: no. Let your name stand? yes; Seconded by: Jen. Nomination closed; successful by acclamation.
  2. Treasurer - nominated by Jen: Brandon; Seconded by: Lance. Other nominations: no. Let your name stand? Yes; Nomination closed; successful by acclamation.
  3. Programs Director – TABLED until Aleks returns
  4. Membership Director - nominated by Rachelle: Auriana; Seconded by: Lance. Let your name stand? Yes; Other nominations: no. Nomination closed; successful by acclamation.

5. Directors at large –
  1. Self-nominated: Tony;  
Seconded by: Kristin; Successful by acclamation
  2. Self-nominated: Rachelle;  
Seconded by: Jen; Successful by acclamation
  3. Nominated by Lance: Kristin;  
Seconded by: Auriana; Successful by acclamation
  4. Nominated by Lance: Jen;  
Seconded by: Giselle; Successful by acclamation
  5. Self-nominated: Auriana;  
Seconded by: Lance; Successful by acclamation

**7) Vacant Positions available (non-election year)**

3 calls for nominations. Self-nomination is ok. Do you accept? VOTE.

1. President (voting role) – nominations: no. Will Lance let your name stand? Yes; Nomination closed; successful by acclamation.
2. Maintenance (voting role) – TABLED to be filled at a later date

**8) Election of Auditors for annual financial review for 2020-2021**

We need to put a call out for 2 people to do an audit on our 2020-2021 finances. It is several hours of work. Our bylaws state that the annual review audit needs to be conducted by an accountant or 2 non-signing authorities that are community members.

**Self nominated: Auriana and Perry. Seconded by All in favor. Carried.**

**Motion by Giselle that Perry and Auriana do the annual financial review for the 2020-2021 fiscal year.**

**Meeting adjourned 8:53pm**