

**RIO TERRACE COMMUNITY LEAGUE Executive Board Meeting
August 28th, 2024; 7pm at the [Rio Terrace community league hall](#)**

Attendees: Emma, Andrew, Sarah, Jen O., Tammy, Assia (recording), Kristin, Marly, Auriana (popped in/out, was attending preschool meeting next door)

Non-voting: Carrie, Brendan

Regrets: Aleks, Lance, Jen F., Perry, Camille (non-voting)

Minutes

Call to order 7:05pm

Brendan – Community Connections grant November 15

1) Approval of Agenda

Motion to approve the agenda by Tammy; motion to second by Jen.

Approved? Yes, unanimously.

2) Approval of May 2024 Minutes

Motion to approve May 2024 minutes by Marly; motion to second by

Tammy. Approved? Yes, unanimously.

3) Action items follow up from previous meeting.

4) Finance Report

Of note:

- we received the casino money in August and it was just under \$80,000 - yay!
- the solar account has a credit of ~\$3,000
- I'm close to having the financial statements ready for the auditors to review and then we can finalize all of the year end reports
- I will be putting together for the 2024/2025 year
- the report of board directors was submitted to Communal and it's still being reviewed; they also extended the deadline from August to October so there's a little more time to find out if they require anything else

See below during Membership portion... but from Jen:

- Marly and I wanted to bring up having all memberships come through Communal and not Square (I think that's when people use the website?)
- it's very time consuming and manual, mostly for Marly, but I also have to run reports and send them to her so that she has the information about who has purchased memberships

Motion to accept the financial report as information by Marly. Seconded by Assia. All those in favor. Carried.

- **Communal membership purchasing**

We've been having issues with the square reports not being sent to the membership director. Therefore, Kristin (at the meeting) removed the ability to pay that way on the site. Will be possible to purchase through square for same day membership events (and get your membership card on the spot). Otherwise, must be done through EFCL/communal and pay the \$5.00 fee

- **Energy efficiency project** report of usage
 - As per distributed report by Perry
 - **Grants – Auriana** – not in attendance at this point of the meeting
- 5) **Items for discussion**
 - **Preschool report**
 - Of note: pre-school bottle drive same day as community league day/Big Bin. All classes have only 1 spot available. Shaved ice food truck for CL day? YES please
 - **Soccer report**
 - As per distributed report
 - Of note: PLEASE READ PERRY'S REPORT. At very least, the notable standings U17 (Klappstein) boys team portion. What a lovely story of sportsmanship in the young boys' opponents.
 - **Hall rental report**
 - As per distributed report
 - **Tennis courts/Pickleball**
 - **ACTION - tennis: - Emma to provide Jen with info to call Tomko get quote for new windscreens**

Of note - Pickleball: Potential courts– Andrew and Tammy discussed Jasper Park courts using the ice rink instead of the tennis courts to set up pickle ball
President of Jasper Park surveyed our space and suggested that we can fit 5-6 courts inside rink.

Need to resurface our ice rink with new floor and place line markings for pickle ball

Potential for funding to curtail costs – example: Laurier charges \$25 annually for league members and \$50 for non-league members

- **Old business**
 - **Email business:**

July 19th Preamble:

The Financial Transactions and Reports Analysis Centre of Canada ([FINTRAC](#)) has released a new set of regulations for non-profits transacting funds online that impact our Communal account. They require additional verification of myself as the Treasurer as well as the other Board directors. The purpose of this is to further protect against banking fraud and money laundering.

However, Communal is stating that they "can't verify the directors". One solution is to create a new board resolution which lists the current directors with all the identifying information and have it voted on.

This is a time sensitive matter. As such, we need an email vote, so here goes.

EMAIL MOTION BY JEN:

"The Board of RTCL moves that the following constitutes a full and accurate listing of the current Board members as of July 18, 2024 (as per attached PDF document "**Board Resolution - July 18, 2024 v2**")."

July 22nd Motion passes.

Motion by Jen F. Seconded by Marly.

Votes yes (including 1st and 2nd): 10

Votes no: 0

Abstentions (no vote): 2

▪ **Newsletter vacancy**

The last 2 newsletters were done by Kristin on her own. Emma helped with submission to the printer, but Kristin was the hero producing the whole thing. We had 1 potential assistant recruited, but she wasn't familiar, and therefore comfortable, with what Marly had been doing. Perry has offered to help but is not familiar with the process. The last edition, Kristin had time constraints and decided it was easier to do herself. She may request support for the next one or try it again on her own.

▪ **New business**

▪ **AGM – September 25th, 2024.**

▪ **ACTION:** Emma will generate an agenda for distribution and communicate it to the membership at large via email. Needs to go on sign.

6) Reports

• Membership – Marly

1. Of note: We've been having issues with the square reports not being sent to the membership director. Therefore, Kristin (at the meeting) removed the ability to pay that way on the site. Will be possible to purchase through square for same day membership events (and get your membership card on the spot). Otherwise, must be done through EFCL/communal and pay the \$5.00 fee

1. **ACTION:** - re-setup link to see new membership registrations?

• NRC report – Brendan

1. Of note: distributed report on August 12th

2. **POTENTIAL ACTION:** register in November for community event with a business group funding available event would take place January - March 2025

• EFCL – Andrew O – reviewed pickle ball courts at Jasper Place Park. District meeting discussed community day and shared calendar for districts, ie monthly board game night Lynnwood is doing it. Good idea to adding more programs, other community leagues around us can

share events together on this shared calendar, can only choose or invite certain leagues or only applies to Rio Terrace etc.

- President – Emma
 1. Peter Wong recognition – needs ideas
Peter was on the board, and the soccer program director for many years before Perry. Dawna-Lynne also knows him. He passed in June. How can we make a small gesture recognizing his efforts in the community? Some ideas floated: plaque, award for coach/player, fund under privileged player (issues with FOIP and embarrassment recognizing the player), plant a tree...
 2. Goodwill diversity inclusion committee volunteering opportunities – Emma contacted by a past volunteer looking to identify local volunteer opportunities for our staff members. Could be a really good initiative. However, we have some questions before we express any interest.
 - What sort of supervision is expected? Provided?
 - What are the expectations for this initiative?
 - We only have inconsistent opportunities. Are they still interested if the events are sporadic and would only be “as needed”?
 3. ACTION: Contact Perry and Dawna-Lynne about Peter Wong recognition.
Contact Michael with questions about initiative.
- Senior’s programming – Emma
 1. Of note: Yoga starting back up in Sept. Coffeetime every 3rd Tuesday is still a go.
- Vice President – Assia
 1. Of note: nothing to report
- Newsletter – Kristin
 1. Of note: See “Newsletter vacancy” in Old Business section
- Maintenance – Lance
 1. Of note: Urinals were unclogged. Cost quite a bit of money (upwards of \$700). They suggested that flushing at least once a day or removing the urinal if it keeps happening.
 2. ACTION: Set up appt to wax floors
Tennis court light wiring
- Social/Programs – Tammy
 1. ~~Past events:~~
 2. Upcoming events: Big Bin & CL day update
- Pre-school having shaved ice food truck and collecting bottles
- Bin day 9-4pm, purchase memberships on site
- Food truck 4-8pm
- Carrie – to provide popcorn, projector/screen. Emma and Carrie to test set up day before the event.

- food trucks booked, as are 2 REMAX tents, EPL (set up for family activities) and win house (set up for donation at Big Bin event). Win house to use 1 tent
 - Sarah = confirm Jump house decide cost 500 or 600 cost –
 - Sarah leaning towards 500 cost one for small kids and one for older kids
 - Jen Remax tents and plates and cutlery
 - Sarah –sell candy bags, juice and pop – picking from Grocery People
3. Ideas for new events?
- Signs – Perry – not in attendance to report
 1. Of note: BIG BIN & CL day to go on sign
 2. ACTION: BIG BIN & CL day to go on sign

RIO TERRACE COMMUNITY LEAGUE Executive Board Meeting
August 28th, 2024; 7pm at the [Rio Terrace community league hall](#)

Agenda

1) Approval of Agenda

Motion to approve the agenda by Jen O.; motion to second by Andrew.

Approved? Yes, unanimously.

2) Approval of May 2024 Minutes

Motion to approve the agenda by Andrew, motion to second by Tammy.

Approved? Yes, unanimously.

3) Finance Report & budget update

Of note: \$5 in bank account. Nothing happening as of late, but it is coming!

Motion to accept the financial report as information by Sarah. Seconded by Assia.

All those in favor. Carried.

4) Items for discussion – tabled for this meeting.

a. **Miscellaneous**

b. **Donations**

c. **Grant funding** : Auriana to look into grants for funding interior renovations

June

ACTION ITEMS: Jen F.

1. Return fees collected by Square in Jan to preschool – DONE
2. Connect with Emma to see if we can figure out who set up the Square site & then transfer ownership
3. Email addresses for donors (send to Emma) - DONE

ACTION: Auriana

1. connect with Laurier treasurer connection about their renovations
2. look into grants

ACTION: Lance

1. BIG BIN: book bins
2. Flickering preschool outdoor light (contact GES, should be under warranty)
3. Get quote for rerouting the guttering/drainage that goes directly onto the sidewalk by the preschool
4. Fence slats
5. Posting meeting minutes on the website: August 2023 onwards

OPTIONAL:

6. If we have any preferred vendors, supply list to EFCL?

ACTION: Emma

1. Contact Rio church community garden contact re: EFCL seed-sharing / tree-planting program – DONE
2. Contact Rio Preschool re: flea market/ garage sale during Big Bin Event – DONE
3. Pricing windscreens
4. Purchase new planters - DONE
5. Go to different TD branch to investigate setting up new signing authority - DONE
6. Coordinate w/ Sarah “other plans” for CL day: movie, bouncy castle, etc. - DONE
7. Volunteers for Big Bin - DONE
8. Cleaning rink room (contact Jen & Sarah on the day for assistance),
 - a. reach out to preschool for someone to attend – DONE
9. Picnic table investigation on behalf of seniors - DONE
10. Ad for newsletters: Big Bin, CL day - DONE

ACTION: Perry

1. Need a new special meeting for submitting our bylaws (how long before lapses)?
2. Learn newsletter formatting

ACTION: Kristin

3. Share newsletter formatting with Perry

ACTION: Tammy and Andrew

1. **Inquiry into Pickleball courts** – Westridge recently did courts and re-did surfaces for both Pickleball and Tennis Courts

ACTION: Sarah

1. Food trucks for CL day - DONE

2. Coordinate w/ Emma “other plans” for CL day: movie night, bouncy castle, etc. -
DONE

August

ACTION ITEMS: Jen F.

1. Re-setup square link to see new membership registrations?
2. Complete financial reports and send to auditors for AGM

ACTION: Auriana

1. Connect with Laurier treasurer connection about their renovations
2. Look into grants

ACTION: Lance

1. BIG BIN: book bins
2. Dripping tap in the kitchen (& cold doesn't work)– new tap, to be replaced by Assia's plumber friend
3. Set up appt to wax floors
4. Tennis court light wiring

ACTION: Kristin

1. Posting meeting minutes on the website: August 2023 onwards
2. Share newsletter formatting with Perry

ACTION: Emma

1. Provide links to meeting minutes for Kristin to post to website - DONE
2. Generate agenda for distribution and communicate it to the membership at large via email. - DONE
3. Volunteer appreciation dinner
4. Pricing windscreens - DONE
5. Rink room cleanup: recruit, set date, notify – DONE (Sept 11-12)
6. Contact Perry (DONE) and Dawna-Lynne about Peter Wong recognition
7. Send recognition message to Louise Wong
8. Email Michael about Goodwill initiative – DONE, no reply
9. Liquor permit for CL day

ACTION: Perry

1. Need a new special meeting for submitting our bylaws (how long before lapses)?
2. Learn newsletter formatting
3. BIG BIN & CL day to go on sign - DONE

ACTION: Tammy and Andrew

1. **Inquiry into Pickleball courts** – Grants, how to curtail costs

ACTION: Sarah

1. Purchasing food from Wholesale club: candy, pop/juice for Big Bin
2. Book bouncy houses

Monthly Financial Report

Rio Terrace Community League For the month ended 31 July 2024

	JUL 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
Fundraising					
Soccer	-	-	175.00	-	
Other	349.70	-	513.85	-	1
Hall rental	-	-	3,000.00	-	
Newsletter	45.00	-	45.00	-	
Programs and social	10.00	-	847.00	-	
Casino Revenue	-	-	433.00	-	
Total Fundraising	404.70	-	5,013.85	-	
Operating Expenses					
Repairs and Maintenance	2,271.07	-	5,281.20	-	2
Soccer	415.00	-	415.00	-	
Programs	80.00	-	243.00	-	3
Office and League Overhead	58.35	-	125.70	-	4
Hall Rental	-	-	874.00	-	
Newsletter	1,167.60	-	1,167.60	-	
Total Operating Expenses	3,992.02	-	8,106.50	-	
Net Surplus (Shortfall)	(3,587.32)	-	(3,092.65)	-	

	JUL 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
Cash resources					
Operating - 238-5227136	37,120.85	-	37,120.85	-	
Casino Account	46.73	-	46.73	-	
Grant funds received	(352.20)	-	(352.20)	-	
Shinny Ringette Funds Held by League	(2,068.32)	-	(2,068.32)	-	
Total Cash resources	34,747.06	-	34,747.06	-	

	JUL 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
1. Other Revenue					
Membership Revenue	349.70	-	513.85	-	
Total Other Revenue	349.70	-	513.85	-	

	JUL 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
2. Repairs and Maintenance					
Repairs and Maintenance	1,035.64	-	2,804.13	-	
Utilities	735.43	-	1,502.07	-	
Janitorial	500.00	-	975.00	-	
Total Repairs and Maintenance	2,271.07	-	5,281.20	-	

	JUL 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
3. Programs					
Programs - Community Swim	80.00	-	180.00	-	
Programs - Misc. Expenses	-	-	63.00	-	
Total Programs	80.00	-	243.00	-	

	JUL 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
4. Office and Overhead					
Office Supplies	50.40	-	100.80	-	
Bank Fees	7.95	-	24.90	-	
Total Office and Overhead	58.35	-	125.70	-	

RTCL Solar Energy Report – August 28, 2024

2024 Status

January, Feb and Mar are typically poor months for energy generation due to cold weather, snow staying on the panels and of course fewer hours of daylight. From April through August we can expect to see monthly power generation to increase into the 2.5MWh to 3.5 MWh range monthly.

Our solar power generation from April 2024 onwards has been in line with expectations and prior years (once working properly). Aug 2024 YTD solar power generation was 17.29 MWh, which is 1.14 MWh less than the Aug 2023 YTD power generation amount of 18.43 MWh.

2023 Results

Energy generation in 2023 from the Rio Terrace Community League solar panels totalled 26.76 MWh for the year, which was only 100 KWh less than our production in 2023 of 26.87 MWh. Sunny and warm 'winter free' weather in the last three months of 2023 partially offset the negative impact of the reduction in generation we experienced in the spring and summer months due to the air quality (smoke) issues). For March through to and including October 2023 the solar panels generated 25MWh of the 2023 yearly total of 26.76 MWh - the bulk of the solar energy generation takes place from March through October each year due to our great Alberta resource of blue skies and long hours of sunny days.

FYI - based on an 'average Alberta house' usage of 700 KWh per month, the RTCL solar panels generate in one year enough power to supply the electrical needs of 3 houses for a year.

FYI - the rated installed capacity of the solar panels is 27.2MWh annually - so we seem to be very close (above 98%) to generating the rated level of electrical power.

Respectfully submitted,

Perry Wynn

RTCL Soccer Coordinator Soccer Report – August 28, 2024

2024 Outdoor Season Play Has Been Completed

The 2024 Outdoor youth community soccer season is now over and we are again very proud of the achievements of the Rio Terrace soccer teams.

All Rio Terrace teams have a great season of skill development and improvement in play along with tons of fun. We had 100 of our community youth playing in the U4, U5 and U7 FunSoccer Program. We had ~180 players spread across 10 teams in the U9 through U17 age groups.

Notable standings based results from Rio Terrace teams included:

U15 (McKay) boys team achieving Silver medal in City of Edmonton Finals.

U13 (Machnik) girls team winning Silver medal at the Alberta Soccer Championships.

U17 (Klappstein) boys team placing 3rd / 4th (depends on your source) at the Alberta Soccer Championships. Due to the terrible Air Quality conditions in Edmonton over the Alberta Soccer Championships weekend, the 2 Edmonton based teams in the Bronze medal game agreed to amend their PK match resolution process to allow every player on each team to participate in the Penalty Kick process. The other team won the official 5 kicks per team as prescribed in the Provincial process, but Rio Terrace won the agreed to 'every player gets a kick' process. The opponents were officially awarded the Bronze Medal, but immediately turned as a group and gave their medals to the Rio Terrace players. If only such common sense and sportsmanship was evident in more things that adults do !!!

Rio Terrace FunSoccer has also completed for the season with 58 Players in U7 and 40+ players in the combined U4/U5 age group. There were 4 teams in each of the U7 and U4/U5 age groups. These teams practised and played every Monday and Wednesday day at 6:15 PM on the large soccer field on the north side of Rio Terrace School.

Registration for the 2024-2025 Indoor Youth Community Soccer Season

Registration for the coming Indoor season of Community youth Soccer has started and continues on to Sept 12 using the usual EMSA Soccer Portal website. Teams will be formed in early September and start play in Mid October.

Respectfully submitted,

Perry Wynn, Rio Terrace Soccer Coordinator

Rio Terrace Hall Rental Report

The summer season was a bit quiet for us at Rio Terrace Hall, but as we move into September, things are picking up rapidly. We have rentals booked almost every weekend, which is fantastic news! Excitingly, we've already secured a booking for a Christmas party, so the holiday season is shaping up to be busy as well.

Everything in the calendar is up to date. We will need the preschool to submit their dates so we can get that into the calendar as well.

Looking forward to a bustling fall and winter season at the hall!

Rio Terrace Community League (RTCL)
Board Resolution
July 18, 2024

The Board of RTCL moves that the following constitutes a full and accurate listing of the current Board members as of July 18, 2024.

RIO TERRACE COMMUNITY LEAGUE BOARD 2023-24						
Role	Name	Phone Number	Email address	Address	Year elected into position	Year first elected
President	Emma Woolner	780.695.1597	enewman@ualberta.ca	7312-155 street	2021	2014
Vice President / Casino Chair	Assia Tarrabin	780.904.1875	assia1@telus.net	7702 154 St	2023	2023
Past President	Lance Burns	780.444.6684	lburns@shaw.ca	16207 78 Ave	2021	<2015
Secretary	VACANT					
Treasurer	Jen Forsyth	780.221.1190	jzforsyth10@gmail.com	16007 Patricia Drive	2023	2023
Membership	Marly Johnson	780.293.1649	marly.johnson@gmail.com	15008 78 Ave	2023	2022
Social	Tammy Snaychuk	780.221.4628	tammysnaychuk@gmail.com	7702 154 St	2023	2023
Programs	Aleksandar Stefanov	780.777.2565	a.s.stefanov@gmail.com		2020	2020
Maintenance	VACANT					
Soccer Coordinator	Perry Wynn	780.718.4943	director@rioterracesoccer.ca	15006 75 Ave	2016	<2015
Director at Large	Jen Osmond	780.289.6671	jenosmond@remax.net	3 Quesnell Road	<2015	<2015
Director at Large	Kristin Bauer	780.909.7976	kristinbauer@shaw.ca	7613 150 Street	2019	2019
Director at Large	Auriana Burns	780.237.3686	Auriana@shaw.ca	16207 78 Ave	2020	<2015
Director at Large	Andrew Olsen	587.984.8711	aolsen210@gmail.com	7319 158 Street	2022	2022
Director at Large	Sarah Spenrath	780-953-5646	saspenra@ualberta.ca	15007 77 Ave	2023	2023