

AGENDA

Next Executive Meeting: Tuesday, June 17, 2008
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- 1.0 CALL TO ORDER** (establish quorum)
- 2.0 APPROVAL OF THE AGENDA**
- 3.0 APPROVAL OF THE PREVIOUS MINUTES**
- 4.0 FINANCIAL REQUESTS**
- 5.0 BUSINESS ARISING FROM THE MINUTES**
- 6.0 CORRESPONDENCE/ANNOUNCEMENTS:** C-Anne Robertson
- 7.0 REPORTS**
  - 7.1 President's Report: David Beckmen
  - 7.2 Past President's Report: C-Anne Robertson
  - 7.3 1<sup>st</sup> Vice-President: Jim Bohun
  - 7.4 2<sup>nd</sup> Vice-President: Vacant
  - 7.5 Secretary: Melissa Steinke
    - 7.51 Card Report: Agnes Brennan
  - 7.6 Treasurer's Report: David Van Meter
    - 7.61 Grants Coordinator: Jen Myroon
  - 7.7 Community Service Representative: Cathy Dytiuk
- 8.0 STANDING COMMITTEE REPORTS**
  - 8.1 Adult Programs: Elizabeth Turner
  - 8.2 Buildings & Grounds: Steve Twigg
    - 8.21 Kitchen Keeper: Marg Pratley
    - 8.22 Daytime Contact: Marg Bowler
  - 8.3 Family Programs: Michelle Schurek
  - 8.4 45 Plus: Agnes Brennan/Marg Pratley
  - 8.5 Hall Bookings: Jean Chernish
  - 8.6 Historian: Marge Lilley
  - 8.7 Membership: Catharina Fraser
  - 8.8 Neighbourhood Security: Pearl Biggar
  - 8.9 Newsletter/Publicity: Donna Jackson
    - posters for the fences for Pub & Movie Night
  - 8.10 Planning & Transportation: Suzanne MacAfee
  - 8.11 Sports: Guy Sopiwnyk
- 9.0 SPECIAL COORDINATOR'S/PROJECT'S REPORTS**
  - 9.1 Coronation School Liaison: Bev Dietrich
  - 9.2 Volunteer Appreciation Dinner: Natalia Krawetz
  - 9.3 Mini-Parks & Gardens
  - 9.4 Flowers in Bloom
  - 9.5 Garage Sale
  - 9.6 Security Seminar: Pearl Biggar
- 10.0 NEW BUSINESS**
- 11.0 ADJOURNMENT**

## MINUTES

Next Executive Meeting: Tuesday, June 17, 2008

### Present

President	David Beckman
1 <sup>st</sup> Vice President	Jim Bohun
Past President	C-Anne Robertson
Treasurer	David Van Meter
Secretary	Melissa Steinke
Adult Activities	Elizabeth Turner
Family Activities	Michelle Schurek
45 Plus Activities	Agnes Brennan
Hall Bookings	Jean Chernish
Historian	Marge Lilley
Membership	Catharina Fraser
Neigh. Security	Pear Biggar
Newsletter/Publicity	Donna Jackson
Grants Coordinator	Jen Myroon
Daytime Contact	Marg Bowler
Kitchen/45+	Marg Pratley
Planning & Transportation	Suzanne McAfee
Buildings & Grounds	Steve Twigg

### Absent

School Liaison	Bev Dietrich
CRC	Cathy Dytiuk
Sports Activities	Guy Sopiwnyk

### 1.0 CALL TO ORDER

- 7:00 PM by David Beckman
- Welcome and thanks for coming – we do have enough present to establish a quorum

### 2.0 APPROVAL OF THE AGENDA

*Motion to approve agenda – Jim Bohun, seconded – Jean Chernish, **MOTION CARRIED***

### 3.0 APPROVAL OF THE PREVIOUS MINUTES

- Marge Lilley: Bill McDonald had asked if I would be the liaison for front Yards in Bloom
- Motion to approve minutes – C-Anne Robertson, seconded – Catharina Fraser, **MOTION CARRIED***

Agnes: Are we keeping track of who is attending each executive meeting? As I recall you cannot be absent for three meetings. The definition of “absent” being not showing up, as opposed to “regret” which would be having had previously informed another executive member that you would be unable to attend.

### 4.0 FINANCIAL REQUESTS

- no financial requests

### 5.0 BUSINESS ARISING FROM THE MINUTES

- Q. Will Dave Salmon be giving a report?
- A. This will be addressed by Elizabeth under Adult activities

### 6.0 CORRESPONDENCE/ANNOUNCEMENTS: David Beckman

- Boysdale Camp Foundation asks if we would like to become a member for \$50, which would send a kid to camp
- Fun Team Alberta “Try”athlon is geared towards active families and community groups who are interested in promoting a healthier lifestyle. Triathlon proceeds will be distributed by Fun Team Alberta with 50 % of the funds raised earmarked to support a worthy project in your community. Item to be turned over to Michelle under family Programs.
- City councillors, Heart to Art, a contest to raise awareness about homelessness

### 6.0 CORRESPONDENCE/ANNOUNCEMENTS CONTINUED

- Trolley Bus (Edmonton's electric bus system) service. Item to be turned over to Suzanne under Planning and Transportation.

- WINhouse thanks the community for their support (items were donated from the annual Garbage Fair)

## 7.0 REPORTS

### 7.1 **President's Report:** David Beckman

- I attended the EFCL AGM (April 19) which was themed "Going Green". They presented the community with a green challenge, to audit our community hall for its energy efficiency and general "greenness". The AGM was attended by the Edmonton Eskimos who are offering reduced prices for community members is their support of community. The Eskimos may be able to come out and support a community function if asked. There are four community leagues, including North Glenora, who are not part of a district but have been lumped in. A meeting has been set for May 02 to discuss the issue of districts. As well, there are three outdoor pools offering community league swims, 4 evenings a week for the summer month if we pay \$495.

Marg: My son mentioned a program through the City of Edmonton about flood proofing your home and we would be willing to come in and talk about it. The general idea is that a city worker comes and looks at the exterior of your home and tells you what is required to flood proof it.

- Donna will put this into the newsletter. Thank you to Marg's son for this information.

### 7.2 **Past President's Report:** C-Anne Robertson (nothing to report)

### 7.3 **1<sup>st</sup> Vice-President:** Jim Bohun (nothing to report)

### 7.4 **2<sup>nd</sup> Vice-President:** Vacant

### 7.5 **Secretary:** Melissa Steinke

- I have filed the required forms to AGLC and corporate registries in regards to the change over in executive.

- Agnes: I believe that City Hall requires this information as well.

**FOLLOW-UP REQUIRED: Melissa to get said information to City Hall**

#### 7.51 **Card Report:** Agnes Brennan

##### Congratulations

Dave Hill - Man of Honour Award given by the Prostitution Awareness & Action Foundation to men who are role models.

Mr. & Mrs. H. Hamilton - 60th. anniversary

##### Sympathy

Ivy Stead - for friend Jim Calder, long time N.G. resident

Lea & Tom Reiter - loss of her Mother

Freda Wallace - loss of husband, John

Kurt Shyanski/Tanya Tran - sympathy Kurt's grandfather

##### Good Luck

Ruby & Jim McNeill - long time residents - moved to Calgary

##### Thinking of You

Lea Reiter - in Cross Cancer Hospital

##### Thank You

Margaret & Frank French - for all the work they do clearing up for the Community tables at the garage sale.

### 7.6 **Treasurer's Report:** David Van Meter

- There is no report at this time|
- renewed with GMCC for community swim
- WCB annual return needed to have the rink shack separated from the league building.
- as part of our new insurance policy and at no cost to the league, CGI insurance inspector came assessed the league building and rink shack

7.61 **Grants Coordinator:** Jen Myroon

- report attached

*Motion to have 8 week plus 1 week training Green Shack/Playground Leader position as previously approved – Jen Myroon, seconded – Agnes Brennan,*

**MOTION CARRIED.**

David Beckman thanks Jen for all the hard work she put into her report.

- 7.7 **Community Service Rep.:** Cathy Dytiuk unable to attend, report delivered by David Beckman
- Monthly minders passed around
  - Cathy was wondering whether we are doing any “Perk up your parks” programs? Yes, Natalia has already dealt with these forms.
  - Wading pool signage will be put up by city (copy attached), **FOLLOW-UP REQUIRED: Michelle to find out if these are permanent signs**

**8.0 STANDING COMMITTEE REPORTS**

8.1 **Adult Programs:** Elizabeth Turner

- if anyone has any ideas for adult programs in the community for which they would participate, please submit them. This request has also been placed in the newsletter.

North Glenora Women: May was Life Lessons from a Pet Therapist

- Attendance was lower than usual but that may be as it was a long weekend. The next session will be based on creativity.

Pub Night: report by David Salmon attached

Much discussion follows the pub night report. It is suggested that there be a detailed report as to attendance and the amount of liquor sold. Although the community understands that David Salmon is not making any money on pub night and is selling all the liquor at cost it is suggested that he should not be using his own money to purchase the liquor as the name on the license is North Glenora. It is questioned whether everything really needs to be reported in that detail. Those who have attended pub night have enjoyed it and would say that he is running the program as a service to the community. One asks whether the ALGC will ever request in an audit a report which details how much money is being spent on alcohol. The report also mentions that the community could have a yearly license as opposed to purchasing one for each event. **FOLLOW-UP REQUIRED: C-Anne will look into the yearly liquor license. Melissa will report on the May Pub Night.**

8.2 **Buildings & Grounds:** Steve Twigg

- have received several quotes for hall painting, the best being from Lee Walls Painting (whom I deal with on a regular basis) for \$8270.00, which does include the playschool room. All this information will need to go to Jen for grant information

*Motion to approve up to \$10,000 for the painting of the interior of the North Glenora hall (color to stay the same), to be completed by the end of August agenda – Steve Twigg, seconded – Jim Bohun,*

**MOTION CARRIED**

- Rink shack feasibility committee report was due today – the committee is unable to provide it at this time
- Steve has been looking into the rink with the idea that when it is redone it might double as a tennis court in the summer

8.21 **Kitchen Keeper:** Marg Pratley

- a cutting board is missing

8.22 **Daytime Contact:** Marg Bowler

Marg: In looking at the last minutes I see I was to have Kai and Marie track their time – but you simply can't keep track of their time. There is no contract between the hall and the cleaners but what was originally agreed to was their coming in on Wednesdays and Fridays from noon until 6:00 PM. They do not get paid for community league functions and they do not want any more money. *Motion that Kai and Marie be paid \$50.00 for each of the following: Turkey Dinner, Community day, and New Years – Marg Bowler*

- Jean: Why wouldn't we just increase their salary and that would cover base events?  
*Motion that the community league pay Kai and Marie \$700.00 a month started June 01,*

2008 – Elizabeth Turner, seconded – Jen Myroon, **MOTION CARRIED**

8.22 **Daytime Contact continued**

- Marg made a couple reports to the police this month including 2 drug houses, and a noisy car. She would also suggest that we start locking the large garbage bin as people are using it for non-community league trash. This would mean that the garbage collector would have to be issued a key.

8.3 **Family Programs:** Michelle Schurek

- First "Front Porch" was successful. We had people coming to the hall, a secret neighbor circulating the neighborhood, and different families taking on their own front porch initiatives.
- North Glenora in co-operation with the City of Edmonton has several camps coming up:
  - 3 Wheel Drive & 4 Wheel Drive – full
  - Safe at home – a few spots left
  - Summer camps including "Young at Art", "Sizzlin' Summer Chefs", and "Girls get Active"
- Indoor playground will be starting up for the summer on Wednesdays
- Indoor playground worked the concession for the garage sale and made approx. \$150.00

8.4 **45 Plus:** Agnes Brennan/Marg Pratley

April 25<sup>th</sup> – Pot Luck Supper, entertainment by the "Northern Delights", attendance was 45  
May 3<sup>rd</sup> – Garage Sale, three tables with a total profit of \$259.40  
May 20<sup>th</sup> – Garage sale profits, plus top-up, total \$300.00 were transferred to the Community League. The total transferred from 45+ over the last few years is now \$8710.47

8.5 **Hall Bookings:** Jean Chernish

- Jeans request for an ATM card for deposits only is still pending on the new executive making it to the bank together  
- Someone questions why we do not keep the buffet (hot water table) in the hall so it can be offered for community league events and to renters (possibly at a profit). It is suggested that there is no place to put it, but we could try the chair closet. **FOLLOW-UP REQUIRED: Jean to take measurements of buffet**

8.6 **Historian:** Marge Lilley

- pictures are going around

8.7 **Membership:** Catharina Fraser

City of Edmonton is offering swims at three outdoor pools (Oliver, Borden Park, and Mill Creek) to community league members of communities who sign up. The cost is \$495.00 and would cover swimming for members on Sundays – Wednesdays from 5:00pm – 7:00 pm from May 17 – September 03.

*Motion that we pay the \$495.00 and sign up for this program - Catharina Fraser, seconded – Michelle Schurek, MOTION CARRIED*

- As you need to present your membership to get into the pool, we could ask that the pool keep track of our members so we can determine if this is feasible to do in the future.

**Q.** When people move in do they get a free membership?

**A.** They get the remainder of the year free.

8.8 **Neighborhood Security:** Pearl Biggar

- screws were taken out of some rink boards and the boards removed, this has been fixed
- there is some new graffiti on the rink boards

8.9 **Newsletter/Publicity:** Donna Jackson

- report attached

*Motion that we proceed with a Front Porch Wrap Up / Community Registration Day / Membership Drive (as per Donnas' report) on Saturday, September 07, 2008 – Michelle Schurek, seconded – Jim Bohun, **MOTION CARRIED***

- we will need a budget for June

**Q.** Request for signage for Kid's Movie Night and Pub Nights (as per Donnas' report)

**A.** As an executive we have decided that we do not wish to advertise these events outside of the neighborhood

8.10 **Planning & Transportation:** Suzanne McAfee

- Suzanne was just at a meeting in regards to the Alberta Teacher Association on 142 St. who will be adding two stories to their six storey building. The McQueen neighborhood had been advised of this addition, but not North Glenora.

- will be attending a workshop on city infill and how to do planning in a more organized way

8.10 **Planning & Transportation continued**

Trolley Buses – as mentioned in correspondence, I have received a short survey to be completed. Has anyone participated in this yet?

- Suzanne to complete the survey on behalf of the executive

**Q.** Do we like the trolley busses? **A.** Yes

**Q.** Are the busses used in our neighborhood? **A.** Yes

8.11 **Sports:** Guy Sopiwnyk (absent, coaching)

**9.0 SPECIAL COORDINATOR'S/PROJECT'S REPORTS**

9.1 **Coronation School Liaison:** Bev Dietrich (absent)

9.2 **Volunteer Appreciation Dinner:** Natalia Krawetz

- report attached

9.3 **Mini-Parks & Gardens:** Natalia Krawetz

- report attached

*Motion for Natalia to be given \$150.00 to cover the costs of garbage bags and occasional purchase of peat moss, vermiculite etc. and a low-cost mini-metal fence to be placed around the front potentillas – Marge Lilley, seconded – C-Anne Robertson, **MOTION CARRIED***

9.4 **Front Yards in Bloom**

The event is advertised in the newsletter. Neil Lang goes not see anything happening with it in our community this year. It is suggested that our mini-parks program is enough

9.5 **Letter to all groups who use NGCL hall at no cost:** David Beckman

- draft letter attached

- in regards to item #4: *If you spill anything on the floor or carpets, please clean it up*, it is suggested that we note where cleaning supplies are located.

**Q.** Do we have a vacuum groups can use? **FOLLOW-UP REQUIRED: Steve to investigate whether we can purchase a vacuum to be placed in an area accessible to our users.**

- We will invite said groups to attend our June meeting so we can meet them and go over this letter.

**10.0 NEW BUSINESS**

- No new business

**11.0 ADJOURNMENT**

**NEXT MEETING:** Tuesday, August 19, 2008

## **May 20 2008 Executive Meeting**

### **Publicity Update** – *submitted by Donna Jackson*

1. 1 full size page ad booked \$125.00 for June Issue – still waiting for submission for DreamCatcher Resort in Kimberley, a development by Artisan
2. Front Porch Posters placed on 135 Street corners
3. Participated in Security Seminar – April 22
4. Participated in Volunteer Appreciation Even – April 26 and close out May 02
5. Participated in Front Porch Kick-Off at the Hall May 04
6. Participated in Pitch In on May 10
7. Worked out a strategy for tracking Advertising Payments with Treasurer (something that was done under Neil Nicholson and Stacey Padbury but could never get buy in from previous treasurers to track payments they received)
  - List of invoices submitted to advertisers will be sent to David Van Meter after invoicing is done (first week-end of each month)
  - David will check off the cheques as received and report back on any outstanding payables
8. Will be working with Catharina Fraser to create label for door knockers for membership drive
9. Proposal: Community Day / Front Porch Wrap Up – Pancake Breakfast Sept 6 or 7
10. Proposal: Signage for Kid's Movie Night & Pub Night
11. Website New Look - Revamped:
  - a. New Index Page Format – album of events and simplified navigation
  - b. New Google Calendar – shared with Jean, Michelle, Elizabeth, Melissa, Jennifer – can log into the calendar and update
    - i. Make sure Hall Bookings are done directly with Jean – not via the calendar
  - c. New NGCL Info... links to our resource pages and links to others (EFCL, City)
  - d. Executive Planning Calendar Updated – links to EFCL calendar
  - e. Financial Information Updated to include 2007 Actual against Budge and 2008 Budget information
  - f. Trying to make it more appealing for someone to take over
  - g. Reviews so far have been positive

**JUNE Newsletter Draft Circulating**  
**Please return to Donna before end of meeting!**

## Request for Signage for Kid's Movie Night and Pub Nights

I received a voice mail from David Salmon regarding providing posters for the fences for Pub & Movie Night.

- I advised David via email that I would present his request at the May 20 Executive Meeting for approval.
- Funds would have to come out of Adult and Family Program budgets.
- Investigate the possibility of a grant available as these are both new programs in the past year.
- Jennifer may have some information on grants for new programs and perhaps we should apply to cover some of the licensing cost for the movies. (\$1000.00)

### SIGNAGE

- They should be at least 36" x 36" or 1 metre square to be effective on the fences.
- Signs should be professionally done so they last
- They will have to be weather proof (fade resistant and water proof).
- These signs have to be generic to be used over and over again to justify the cost.
- Propose two sided sign - one side for Pub Night & the other for Kids Movie night.
- Changing the sign would be a simple "flip" of the same sign.
- I have created a generic design similar to that we have been using in the newsletter



### History & Research

- We paid approximately \$300.00 for the 4 Ty-vek banners we purchased for the Rink that simply stated the Rink was Open with our logo. 2' x 4' with grommets
- Staples has some prices on their website and I estimate it would cost between \$6.00 - \$8.00 per square foot per sign: 9 square feet X \$8 = \$72.00 x 2 = \$150.00 for 1 double sided sign.
- May be more if the art work needs to be professionally done.
- 2 double sided signs = \$300.00 total.

