

Grovenor Community League  
**Board of Directors Meeting**  
Grovenor Community Hall

# Minutes

October 7, 2014 7:00-9:00

**Required:** Vince Bowen, Earl Clements, Chad Cooper, Meghan Cooper, Cassandra Haraba Marissa Loewen, Brian Los, Bill Melenberg, Brad Mielke, Micheal Moroskat, Gerry O'Donnell, David Robert, Frank Santiago, Tony van Herk, Lisa Watt, Travis Watt, Cam Worthing, Amy Croy, Heather Bolli

**Optional:** Stuart York; Amy Croy; Ryan Young

## 1.0 Approval of agenda

Vince MOVES, Earl SECONDS. Agenda APPROVED.

## 2.0 Approval of minutes

### 2.1 Sept. 2, 2014 minutes

The minutes from September 2 were APPROVED.

## 3.0 Reports

### 3.1 Approval of the Playground Concept Plan

**Brad/Vince**

Approval of playground concept design. Michelle Finn and Martina Gardiner present. Concept design was shown, and signed by BM, VB, CW, and GO. Concept estimate was also presented and signed by same.

### 3.2 President's report

**Gerry O'Donnell**

Thanks to Brad Mielke and Vince Bowen regarding the work to date on the playground; especially the report submissions that have so impressed the City reps.

Alastair is ready to go on the rinks, has a second person lined up to help. Alastair has been trained on installing the first layer of ice; therefore, not requiring >\$2000 outlay for that initial setup by Brent Ireland this year. Danielle has agreed to again draw up a schedule for attendants at the Rec Center for this skating season Frank will coordinate the rink maintenance and attendants' crews. Cam is working with the City on getting approval to acquire an exterior storage shed for the ice rink equipment.

AGLC advised that the allocation of funds to Grovenor for our Feb casino date would occur in April following the end of the first Quarter. Casino preparation is going well, with only 11 spots still remaining to be filled, and we have two alternates in reserve. Gerry signed the contract for the professional casino staff as required and this has been delivered. AGLC has been advised of the new coordinator (Christine Worthing).

A thank you to all donors of draw prizes for Fallfest has been included in the newsletter.

### 3.3 Treasurer's report

**Chad Cooper**

\$665 left in the casino account which was being used to pay for the utilities, and will be changing over these charges to the general account. \$13200 in general account, plus there

Comment [M11]: Gerry, is this correct? Seems low.

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is \$1300 more that is being held for the donations to the playground. A playground account will be setup when the minimum value for a fee-free account is reached.

### **3.4 Civics report**

**Cassandra Haraba**

No report. Matters dealt with promptly via email throughout the month by Cassandra and Gerry.

### **3.5 City of Edmonton**

**Stuart York**

The city staff that attended fall fest reported a very smooth time with the activities.

The greater neighbourhoods department is looking for feedback on the renewal project. Gerry is currently tapped to attend to provide feedback Wednesday Oct 29. Someone else will be asked to attend.

Stu will see about getting signage for the dog poop issue in the school field. Vince asked if calling 311 can improve signage and enforcement, Stu advises that is a good idea.

Vince asked for an update on the deadline on the NPDP grant. Project plan form is now the next submission. November 1<sup>st</sup> is the date of importance.

Stu indicates that the office rearrangement is not yet complete and he is still the CRC.

### **3.6 St Paul's Youth Group**

**Dudley/Amy Croy**

No report this month.

## **4.0 Old business**

### **4.1 Membership Drive - update**

**Brian**

To date, 170 memberships have been sold for the current membership year. Eight to ten of these have been through the EFCL website, which builds up a credit with the EFCL.

Enrollment expected to increase as the skating rink gets going.

There is still an ongoing effort with the portion of the neighbourhood south of Stony Plain Rd.

Brian thanked all who have helped out. Gerry thanked Brian for his coordination efforts.

### **4.2 Recreation Centre renovations (Equipment Room)**

**Cam/Brad**

We will not be able to have a temporary sea can. A project request form has been completed to add a shed for the snow removal equipment. It would be located along the north boards of the rink, east of the gate. It will be an 8'x10' shed. The cost is budgeted at \$3500 with expected costs of \$2000. The shed will not be heated or powered; it will simply be for the storage of gas/propane powered equipment. The plan is to build the shed on skids so it can be relocated. The existing equipment room door becomes a non-issue with the new shed.

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Vince MOVES, Chad SECONDS. \$3500 budget and authorization to seek approvals is APPROVED.

**4.3 Sec Surveillance Camera system update** **Brad**  
Brad will coordinate the purchase and installation of the system that was previously approved.

**4.4 Website upgrade proposal** **Heather/Marissa**  
No update.

The EFCL website is showing out of date information for Grovenor. Gerry will follow up about getting new information to the webmaster.

**4.5 Playground and Park Renewal project status update** **Brad/Vince**  
An update on the project was provided by Brad and Vince. See Reports 3.1.

**4.6 Fallfest - status update** **Travis/Gerry**  
Overall, Fallfest had a financial loss of \$2,239.00.

Travis submitted a list of ideas for Fallfest 2015:

- Next year have a max of 500 meal tickets
- No snow cone; donated popcorn; sell hot drinks.
- Food service went well.
- Plan to formalize the food order and plan for next year (action Brad).
- Brian suggests a personalized thank you card or letter to any and all sponsors, someone needs to organize and jot out the notes. Those who solicited the donations should take on the response to their charges. Bill will purchase cards and Gerry will sign cards.

**4.7 Bylaws amendments - update** **Gerry**  
The updated amendments that were submitted to Corporate Registries by Gerry have now been approved. The new bylaws are now in effect.

**4.8 Casino – status update** **Christine/Gerry**  
See President's report.

**4.9 Newsletter – update** **Meghan**  
The Fall newsletter is going to the printer soon.

**4.10 City Operating Grant for 2014** **Gerry**  
The current operating grant is not in the account yet. We are expecting \$10,300 from the City.

**4.11 2014 Goals and Objectives - Quarterly update** **All**  
Almost all of the goals and objectives previously agreed to by the Board have now been met:

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- Marisa continues to apply for grants as applicable to the CL – including Operating, Big bin, CLIP, Summer Playground, Blue Cross, etc.).
- Rec center upgrades are on track to achieve compliance.
- Rink is organized, staff in place for maintenance (Alastair) and attendants (Danielle) with Frank to act as coordinator this winter. Question being should the CL exec still be monitoring the rink operations on a nightly basis. With the proposed team for this year, the idea is to reactivate this only if required.
- Hall usage was somewhat slow over the summer, but bookings increasing this fall/winter.
- Hall rates on the website need to be updated, Cam will follow up.
- The hall needs a new phone line, Telus is not responding.
- Feedback in the community has been positive regarding the condition and use of the hall.
- Civics continues to be capably handled by Casandra.
- Brian's efforts on the membership drive are much appreciated with another strong campaign completed.
- School beautification has gone as far as it can go without the investment of significant CL funds. This can be revisited if the PG renewal fundraising meets or exceeds goals.
- Newsletter is successful on a quarterly basis, with pdf being posted to the GCL website.
- Volunteer appreciation event will be held again subsequent to the AGM on December 2<sup>nd</sup>. The 12<sup>th</sup> of December will be planned for with Café Rista as the venue, Gerry to coordinate.
- Growing relationships with St Pauls and the PAC has been a great benefit.
- Casino and social media progressed extremely well this year.
- Summer playground program activities went very well. This is to be repeated next year and a Greenshack applied for as well, which would both be ½ days to provide full daily programs.
- Big bin event was very successful, with some excess materials dumped by the curb following closure of the bin. Frank helped out to remove the excess materials.
- Block parties concept was pushed without any uptake of the \$100 grant available to all blocks.
- Community sign has had lights installed by Brad.
- Wreath class planned for Dec was deferred to 2015 due to late response from course provider.

#### **4.12 Other old business**

### **5.0 New business**

#### **5.1 New program offerings**

New program offerings have started, one event is ongoing.

**Marissa**

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## **Minutes**

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**5.2 Ice Rinks – planning status**  
See above.

**Frank/Gerry**

**5.3 EFCL Annual General Meeting – Oct 28, 2014**  
Earl Clements and Brad Mielke will attend. An email will be sent regarding Grovenor attendance.

**Gerry/Brian**

**5.4 Grovenor AGM**  
The 2014 Annual General Meeting will be on December 2, 2014.

**5.5 Volunteer appreciation night**  
There will be a volunteer appreciation night on Friday, December 12, 2014, 7:00 pm at Café Rista.

**6.0 Next meeting – November 4, 2014**