

Grovenor Community League Annual General Meeting

Grovenor Community Hall

Minutes

December 05, 2017

Attendees: Allan Bly, Vince Bowen, Ron Chaput, Brian Los, Bill Melenberg, Gerry O'Donnell, Kersh Naidoo, Shauna Richards, Mariette Seed, Peggy Ward. Community member John xx
For a total of: 9 board members, 1 CRC rep and 1 community member.

Guest speaker: Kendra Steadman, a grade 3 teacher at Grovenor school, informs all that her class is organizing a food drive. 500 pounds of food was raised last year. They would like to double that this year. Non-perishable items can be dropped off at the school or at the West End Police Station between now and Dec. 22. Cash donations accepted also. Vince has posted event on social media.

0.0 Welcome and Introductions

Call to order at 7:10 pm.

1.0 Approval of 2017 AGM agenda

Bill MOVES, Peggy SECONDS. Agenda APPROVED.

2.0 Approval of 2016 AGM minutes

Brian MOVES, Vince SECONDS. Minutes APPROVED.

3.0 Reports

3.1 Vice President's Report

Kersh Naidoo/Gerry O'Donnell

Kersh opens the meeting and:

- States that 2017 has been a year of significant progress.
- Thanks Gerry for his ongoing leadership role and his added experience.
- Cites challenges with the playground. He acknowledges Brad and the team (Vince Bowen, Cam Worthing, Kim Street), and the provincial & federal governments for their roles in bringing the playground to fruition.
- Thanks Vince for his role liaising with school re fundraising and regarding murals. He states we have 2 excellent new murals that are garnering positive feedback.
- He also thanks Gerry for arranging the protective coatings on the murals.
- Thanks Allan for the great progress he has made with the facilities – the hall, rec centre and rink. And for bringing Miriam on as hall coordinator.
- Thanks Brian for the LED lights on the sign, for memberships, and for spearheading Grow Forward.
- Bill is thanked for all the newsletters this year. That is a lot of effort and reading.
- Thanks Tony as the green officer for the energy audit which has reduced costs for Grovenor, and for all his work on the solar project.
- Thanks Gerry for arranging the meetings with Scott McKeen, police officer Joe Spears, and City of Edmonton for the Neighbourhood Renewal project, stating all these meetings were important.

- He further thanks Gerry for getting Minister Sarah Hoffman out for pictures during the playground cheque ceremony.
- Thanks Cassandra, stating she is a great asset to have when dealing with infill matters.
- Thanks Heather and Travis for their website and social media efforts.
- Thanks Earl for his role with neighbourhood watch.
- Thanks Peggy and City for helping sort out CLIP and CLOG grants, helping to reconcile overdue matters.
- Thanks Allan for managing Green Shack, Learn to Skate and other summer programs.
- Thanks those who played special roles during Fall Fest: Angie Resendes for her role, Gerry for organizing the food, Allan for maintaining the bar, and to all other volunteers.
- Thanks Peggy for invoices and binders.
- Thanks Rosa, Brian and Rob for community soccer involvement.
- Thanks Shauna for her efforts in the neighbourhood section.

Gerry offers:

- Seconding the comments by Kersh regarding board members with some additional highlights:
- Kudos to Kersh for his co-leadership of the board, mentioning it can't be done by one person. And thanks everyone else for their efforts and contributions throughout the year.
- Appreciation for this board, saying it is the best one we've had since he has been involved since 2010 with good camaraderie, spirit and effort.
- Thanks to Kersh for his efforts with Fall Fest, the Big Bin event. And states that Kersh is also responsible for initiating most of our regular City of Edmonton grants such as CLIP, CLOG and Big Bin.
- Thanks for Tony spearheading the energy audit which has helped in identifying most of the projects for the CLIP grant application.
- Thanks to Allan for managing improvements in our facilities throughout the year.
- Thanks to all who helped on our playground project, especially Brad, Vince and Kim Street (fund raiser); and to the three levels of government, Beaverbrook, local organizations and to many of our residents for their generous donations to the project.
- Thanks to Allan for coordinating efforts and getting our rinks up and running early in the season, also for the community garage sale, and so much other work related to our facilities.
- Thanks to Mariette for her diligent secretarial duties throughout the year and the new itemized task list created.

- Thanks to Peggy for her significant efforts in all of our financial affairs throughout the year, including casino reporting requirements.
- Thanks to Brian and his gardening group for the garden project which had another bountiful year.
- And special thanks to Rosa for coordinating another successful casino event that raised \$72,000 for our programs.

Shauna mentions that:

- She is moving into a new role, and her old role (CRC) is being phased out and a more ward-based approach is planned.
- On January 1st we will have a new Neighbourhood Resource Coordinator (NRC - previously CRC).
- Her name is Margaret Smith and she is experienced and keen.
- Grovenor is a delightful neighbourhood. Our board members have no personal agendas and it is her favourite board to deal with.

3.2 Treasurer's Report

Peggy Ward

Peggy provided the following bank balances:

- General Account: \$41,394.44
- Casino Account: \$71,909.36

3.4. Committees Reports

Playground Renewal Project

Brad Mielke was absent so Gerry reported based on information provided that:

- The playground was opened in October but there is more work to be done next spring.
- We were advised that the playground lights are now tied into Grovenor hall, so we are paying for them, but Allan will be looking into this and reporting back in future.
- Epcor said the former lighting connection was demolished.
- It was asked how the lights currently go on and off.
- It is stated clarified that the lighting is fused in-line. There are 4 or 5 fixtures outside.

Sports Committee

- Rob and Gerry helped organize kids Power Skating on Wednesdays from 4:30 to 5:30.
- There will be men's drop-in hockey on Saturday mornings.
- The city will not be providing a Learn to Skate program at Grovenor this year.

Newsletter

- It is reported that there are 21 routes with 15 people doing deliveries 4 times a year.
- Dec 2017 will have 12 pages instead of the usual 8.
- 60 % of the production cost is covered by advertising revenues.
- 1100 newsletters are printed each time. Less and less leftovers each year.
- Peggy asked to receive the newsletter invoice. Printer keeps forgetting.

3.5 2017 Financial Statements

Gerry O'Donnell

Gerry provided an overview of the Review Engagement Report and all of the statements and notes and clarified that this was not an audit but a review which was in accordance with Canadian Generally Accepted standards for review engagements of not-for-profit organizations. He further highlighted as follows:

- The Engagement Report states that based on their review, nothing has come to their attention that would cause them to believe that the financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.
- It clarifies that the construction of the playground had been substantially completed. Gerry had previously clarified to the auditors that the work was still not complete yet and still considered to be an ongoing project at this time.
- We don't control the trust account (set up by City for playground funds). The city had indicated that we would not be getting anything back and there are no receivables.
- The grant line on page 2 of the 2017 financial statement is significantly higher as a result of the \$125,000 CFEP grant received for the playground.
- The donations of \$69,799 were for the playground project.
- Capital expenditures were much higher due to \$202,372 for the playground (from grants or donations received), \$6780 for a new fence, \$5,125 for murals and \$13,171 for new rink lights.
- Hall maintenance was almost \$9,000 higher due to additional repairs, improvements and cleaning.
- Summer program wages were about \$5,500 higher this year.
- Utilities were about \$3,000 lower (due to a repaired water leak, faulty meter and skating rink plug draining issue).
- Net deficiency of expenditures over revenues was equal to \$25,779 as compared to a surplus of \$8,336 in 2016 due to differences noted above.
- Gerry explained how deferred revenue is determined in Note 4.
- Note 5 –it was explained that Grovenor elected not to capitalize its tangible capital assets and to expense these assets acquired in any year. Therefore we don't show an asset balance for capital items in our Statement of Financial Position or depreciate them. Capital assets are listed under note 5.
- Note 7 – reclassified \$15,000, by reducing internally restricted net assets and increasing unrestricted net assets.

A MOTION is put forth to approve the Grovenor Financial Statements to Aug 31, 2017. MOVED by Brian. SECONDED by Bill. John Yule is in agreement. Motion APPROVED. Statement attached to minutes.

4.0 Elections

Prior to the meeting Shauna Richard, our Community Recreation Coordinator, asked to be sent a list of who was interested in renewing/running for the Grovenor board. A “slate” was formed. A slate election has all positions confirmed at once, after they are reviewed and there is not more than one person per position. If there is more than one person for a position, that position is pulled off the slate and there is an election for it. Each person interested in the same position would speak for a few minutes before the vote by secret ballot.

The slate for 2018 is:

President: Vacant

First Vice President: Kersh Naidoo

Second Vice President: Gerry O’Donnell

Treasurer: Peggy Ward

Secretary: Mariette Seed

Neighbourhood Watch Director: Earl Clements

Newsletter Director: Bill Melenberg

Program Director: Vacant

Directors-at-large (4): Brad Mielke (until playground is complete), Vince Bowen, Rob Chaput, Tony Van Herk (Sustainability Director)

Director of Memberships: Brian Los

Facilities Director: Allan Bly

Civics and Development Issues Director: Cassandra Haraba

Sports Director: Rosa Ficko

Social Director: Vacant

Shauna puts out a first and second call for any additional nominations. Everyone is acclaimed.

Coordinators:

- Website Coordinator: Heather Bolli
- Social Media Coordinator: Travis Watt
- Ice rinks Coordinator: Allan Bly
- Grovenor Playground Renewal Chair: Brad Mielke
- Grow Forward Garden Coordinator: Brian Los

It is noted that the ac hoc positions are not covered by our bylaws. And that paid people cannot be board members. It is also stated that the board can nominate someone to a position mid term.

5.0 Addresses

5.1 (Vice) President's Address

Gerry O'Donnell

Kersh is looking forward to another good year.

Gerry states he would like to look at a draft budget in the first meeting of the new year if information is available.

Goals and Objectives for 2018 include:

- To get Sarah Hoffman to a meeting early in 2018.
- To offer alderman Scott McKeen dates to attend a meeting.
- To complete the playground project. To have all the deficiencies completed and then have the grand opening event with speeches and media in the spring.
- To do Fall Fest planning
- To have a membership drive.
- To host Green Shack and other programs (i.e. other City programs and Joint program with N Glenora and St. Pauls).
- To maintain our website.
- To continue the community swim program, possibly expanding the number of pools available to Grovenor members.
- To expand sports programs.
- To promote youth soccer.
- Applying for CLOG, CLIP and the CFEP grant for the Big Bin event.
- To further exploit social media, including facebook & twitter.
- To have more literary content in the newsletter if it is expanded to 12 pages.
- To expand adv. revenue generated by newsletter.
- To maintain the hall and rec centre as required.
- To maintain the rinks for public use.
- To sustain the Grow Forward initiative.
- To expand and help Earl with the Neighbourhood Watch program.
- To monitor and respond to civics and development issues.
- To plan for the next volunteer appreciation event.
- To prepare the submission for the 2018 tax exemption.
- To file the Annual Report to Alberta registries
- To file the application for community league insurance.

**Grovenor Community League
Annual General Meeting**

Grovenor Community Hall

Minutes

December 05, 2017

6.0 Next Meeting

Tuesday, January 09, 2018

7.0 Adjournment

The meeting was adjourned at 8:38 pm.