

Grovenor Community League
Board of Directors Meeting

Minutes

Grovenor Community Hall

May 05, 2020 ▪ 7:00 pm start

Attended: Heather Bolli, Vince Bowen, Jenn Carter, Kyle Greer, Jeff Havixbeck, Antoni Kowalczewski, Alexis Labarda, Bernard Llanos, Brian Los, Bill Melenberg, Gerry O'Donnell, Grace Salvo, Mariette Seed, Peggy Ward, Cam Worthington. **Total = 15 members present.**

Regrets: Allan Bly, Rosa Ficko.

Recorder: Mariette Seed

0.0 Call to Order

Kersh calls the meeting to order at 7:09 pm due to technical difficulties

1.0 Approval of agenda for May 05, 2020

Bill MOVES, Jeff SECONDS. Motion is CARRIED to approve the May 05 Agenda with Newsletter under 4.13 and 5.6 Stolen bench added.

2.0 Approval of minutes for April 07, 2020

Bill MOVES, Jeff SECONDS the approval of the April 07, 2020 minutes. Motion CARRIED.

3.0 Reports

3.1 Vice President's reports

Gerry & Kersh

Kersh states:

- As Vice president, thank you to everyone who stepped up during this new and challenging time. We have support around the table to support the community and move this forward.
- Thanks to everyone involved with the closure of our facilities as mandated by the City. Our events, facilities, everything was done appropriately with proper communication.
- People have come up with ideas for how to support the community. More on that later.
- Online may be our new norm for some time. So, we have adapted well.
- We must stick together and make it through together.
- Unfortunately, a number of our events will be postponed.
- Thanks to Antoni & Mariette for keeping the finances current and the minutes accurate.

Gerry states:

- Thanks to everyone for joining in our second virtual skype board meeting and hope that everyone is staying healthy.
- He would like to reiterate the thankyou's that Kersh has stated.
- Also, thanks to Vince and Vanessa for moving forward with the Grovenor senior grocery delivery initiative.
- Just before this meeting a community bench was stolen and a request for assistance has been received. More on this later.

3.2 Treasurer's report

Antoni

Antoni reported that:

- As of March 31st, our accounts are:
 - Casino: \$29,703.36
 - General: \$96,401.03
- Of Note:
 - \$2,100.00 in soccer fees
 - \$3,307.50 in accounting fees (last year's statements)
 - \$1,732.50 in printing - covered both March and Nov of last year

- In review of the next casino, May 2021 is approximately when the next casino funds are expected to come in. So, based on our current bank levels we will have to reduce our spending from about \$4000 a month to \$1500 a month.
- Gerry thanks Antoni for his managing of the accounts.

3.3 Civics report

Kersh/Gerry

Jeff reports that:

- His own building application went through with the variance approved. His garage has been demolished and new one is set to be built this weekend.
- Otherwise, things are very quiet with regards to development.

3.4 City of Edmonton

Cameron N

Cameron N absent; no report

- x

4.0 Old business

4.1 Programs and Social update

Heather / Grace

Heather stated:

- Bike parade is deferred.
- Day camp in hall is on agenda for later.

4.2 Sports update

Rosa

Rosa absent: Kersh reports

- Nothing has been set due to COVID and dampness of ground due to recent rain, Kersh says with having kids in sports.

4.3 Facilities status update (Hall & Rec Centre)

Kyle

Kyle reported that:

- Not much going on regarding the facilities world.
- Playground is closed. Skate park also closed.
- He is pricing out concrete work for sidewalk and portion of concrete at front and rear doors of hall is on his to do list.
- Omni Sport to be followed up with offline.
- Insurance requirement to review premises every few days discussed. Suggested to ask Amanda to check on things 3 times a week or so. Otherwise, people contact him with information for situations that come up. Decided to ask Amanda to inspect facilities more often.
- Suggested to check cameras more frequently.

Action item: Jeff to forward concrete contractor info for Kyle.

Action item: Kersh will look into Omni Sport situation and forward to Kyle.

Action item: Gerry to contact our insurance agent for insurance monitoring requirements.

Action item: Kyle to contact Amanda to inspect facilities periodically.

4.4 Webmaster update on Google Suite

Allan

Allan absent, no report:

4.5 Parking concerns on 144 St. by the school – update

Vince

Vince stated:

- No significant development. January school meeting is last meeting.
- The last meeting was attended by the Active School Travel Coordinator, who brings a little extra weight. Tracey Coots is the facilitator. There is a need for a community lead.

Vince is not it. Representative of Edmonton Public School Board. Who liaises with City on such matters?

- A reply on cross walk on 142 Street and 104 Ave was received from City. Transportation said no to possibility of a light there. They could take it to the next level.
- If we ever did a stop light there, they thought it would adversely affect Grovenor with cut through traffic.
- Gerry pointed their attention to 148 Street and Stony Plain Rd. And to light crosswalk more intently. Upgrade what is currently there. James Parker came to the meeting.

Action item: Kersh happy to contact James Parker re lighting.

Action item: Vince to look for letter from James.

4.6 Neighbourhood Watch update

Cameron

Cameron stated:

- The team tried to meet. Another is scheduled for this Thursday.
- He viewed neighbourhood crime map for last 60 days of crime events in Grovenor.
- All thefts occurred in garages. A few thefts of vehicles. One theft over \$5000.
- These are up from 2018 and 2019 statistics for Grovenor.
- It could be the result of better reporting.
- Jenn stated that pre-COVID she met with our police liaison for the community who stated that there is no longer a community liaison officer. Reporting is the best defense we have. It brings more officers into the area. On downtime officers will drive through our community.
- Important to talk to your neighbours to find out what is happening in the area and encourage them to report incidents to get police attention and support.
- Also stated that license plates are being stolen from cars in back alleys. People can purchase special screws for plates that make it harder to steal.
- Spring cleaning could be a draw for people with items piled in the alley. Suggested to keep alleys neat and tidy.
- Engage people who you see walking in the back alley. Speak to them so they know you saw them.
- Motion sensor lights suggested as a deterrent.
- Prior trouble led Cameron to put up cameras and his problems went away.

4.7 Rental Policy update

Heather

Heather reported that:

- She inputted changes on contract templates that were provided by Gerry. She received contracts back from Miriam and Ashley. Now Amanda.
- Such documents get lost over time. We need a proper storage place. Kersh will put on the Google drive used for time sheets.
- Rental contract has not come back from lawyer. She has a sample one from EFCL.
- Kersh did provide EFCL template.

Action Item: Kersh & Heather to follow up with rental contract and get it to Sterling.

4.8 Garbage bin update

Gerry/All

Kyle reported:

- It is now Fenceline Rentals who we have our garbage service through. Our account is active but is on an on-call basis due to COVID.

- Cost is \$68 plus \$8.00 admin fee per month. We purchased the bin so get \$7.20 credit per month. A bi-weekly dump.
- We started paying for bin as the City stopped doing bin dumping for free for community leagues.

4.9 CLIP update

Kersh

Kersh reports:

- Antoni and Kersh are doing a rough reconciliation from 2017 to today.
- \$94,422 has been spent to date from June of 2017 to April of 2020
- 2017, 2018 and 2019 CLIP awarded was a total of \$63,594 which requires the league spend \$127,188 to fully utilize the CLIP amounts awarded. (CLIP is awarded at 50% of anticipated expenditures)
- Based on league expenditures to date of \$94,422, less the amount required to be spent of \$127,188, results in the league still having to spend \$34,765 in order to fully satisfy grants awarded.
- Not specifically requested but we don't want money to go back so City will allow us to spend it on other items we request.
- This is more than enough for items we wanted to spend on this year. Omni Sport, Garden boxes, concrete repairs and one other are what we will spend the \$34,765 on.
- The 2018 grant will come up in November of this year which he is working to reconcile.
- ~\$17,250 in grant money that we have and ~\$17,250 of our own money we have to spend through 2020.
- We will be okay. Best not to get ahead of ourselves in regard to City funding.

4.10 CLOG

Kersh reports:

- Deadline was April 30. Brian, Gerry provided information. Around \$10,000 is what we consistently get.
- Clip is for facility maintenance and projects to improve facility repair and maintenance. Clog is strictly for operating purposes. Lights, alarms, telephone, programs we offer, etc. To be able to operate as a non-profit.
- Partially based on membership and what we do, the programs we offer.

4.11 Crosswalk signage/Lights update

Gerry/Cameron N

Gerry reports:

- He understands all of the signs are on hold right now. We will email CoE for an update.

4.12 Dog Signage

Cameron absent; no report

Cameron N/Brian

4.13 Newsletter update

All

Bill reported:

- Newsletter deadline for submissions, pictures, information is May 23. Hard deadline as he is going out of town.
- Some of the advertisers have backed out. Content might be a little thin this issue.
- Please provide content to Bill if you have any.
- To promote good messages suggested, and more pictures.
- In June newsletter we usually promote Fall Fest.
- He has lost 2 carriers so is putting the call out for more if we know anyone interested.

- Heather knows some people who might be able to help.
 - Newsletter will be out on weekend of May 23- June 1st.
 - School principal will be invited to submit.
- Action Item:** *The search is on for new carriers. Ask people.*
Action Item: *Bill to ask Cori at school for article.*

5.0 Action Items update (for items not yet covered)

6.0 New business

6.1 Welcome to neighbourhood letter **Brian**

Mariette reported that:

- This is an initiative to welcome people to Grovenor and make them feel good about choosing to live here.
- Also, it is an opportunity to make them aware of volunteer opportunities and the necessity for them.

Action Item: *For board members to customize the letter provided and hand out as appropriate.*

6.2 Skate park use **Grace**

Kyle reported:

- Kids have been using the skate park. It looks like the City has applied more tape and increased signage

Action Item: *x*

6.3 Camp registration deferral **Kersh**

Heather reported that:

- City sent a letter asking if we were going to have a day camp this year and if we would be willing to run it. See email.
- She was of the opinion that if the City is offering, we should take advantage of it.
- City summer camp not Green Shack, registration is done through City. 5-day camp.
- If PPE required, we would expect City to provide. We have to be comfortable with proposal.
- **Action Item:** *Heather to email back to person who asked if we were having it.*

6.4 Community Garden 2020 **Kersh**

Brian reported that:

- Wally has completed the last 3 beds in the garden for \$1256.96. He does not charge any labour costs.
- **Motion** to provided \$150 gift certificate for Wally is Moved by Brian, seconded by Gerry. **Motion** carried and approved.
- There are new bird houses and bee house.
- Brian indicated that the City had suggested offering garden beds to families to adopt this year due to Covid 19.
- Most communities rent out garden beds in their garden plots.
- Discussion ensues on whether or not to shift how we allocate garden box use.
- In discussion, Brian was asked if the garden boxes would revert back to community garden boxes in 2021 and he agreed that they would.
- Allocating specific boxes is seen as a way to get more people involved during the pandemic situation.

- Strict COVID 19 signage being ordered for garden.
- Other items from Brian:
 - The 2020 memberships are out.
 - There are 10 Capital City clean up kits available.
 - Front Yard in Bloom project is looking for a spearhead in Grovenor. Suggested to place this in newsletter.

Action Item: Brian to have Allan & Amelia post on website/social media to spread the word on Front Yard in Bloom initiative.

Action Item: Brian will run with finding families for boxes. If we have names of families, send them to Brian. See what comes of it and will then decide on disbursement of boxes.

Action Item: Suggested that Cori at school be contacted for potential names.

6.5 Assistance to Grovenor Seniors

Kersh

Vince reported that:

- A neighbour approached Vince to see if the community is organizing anything to help seniors. This person was willing to get involved in initiative. Vanessa. Vince will suggest she be a champion for this.
- Brian found pre-made cards from EFCL.
- If we know of people who want to be involved, let Vince know.
- McKernan has done this. When do you need help? When would you like to help? Suggestion to add this extra line.
- Funding to print needs to be considered. A separate card could be added to the newsletter. But it may not be soon enough.
- We will need a point person. Vince to ask Vanessa.
- It could be people need help and don't know where to go.

Action Item: Information on this initiative to go in newsletter.

Action Item: Vince to ask Vanessa to spearhead.

6.6 Stolen bench

All

- The colorful bench from 144 Street & 107 avenue has been stolen.
- The city gave a price of \$4200 for a metal bench with 10 years of City maintenance.
- Gerry reached out to Cameron Nattress, but no funding available for this purpose.
- A Go Fund me page was suggested for Leah.

Action Item: Gerry to contact Cameron N.

Adjourned 9:30 pm

7.0 Next meeting – June 03, 2020 ▪ 7:00 pm

*Please see March Income Statement included below.

Profit and Loss

Grovenor Community League

Date Range: Mar 01, 2020 to Mar 31, 2020



ACCOUNTS	Mar 01, 2020 to Mar 31, 2020
Income	
Hall Rental Income	\$945.00
Program Income – Membership Dues	\$325.00
Soccer Fees	\$2,100.00
Total Income	\$3,370.00
Total Cost of Goods Sold	
	\$0.00
Gross Profit	
As a percentage of Total Income	\$3,370.00 100.00%

Operating Expenses	
Accounting Fees	\$3,307.50
Bank Service Charges	\$6.25
Cleaning Services	\$786.71
Ice Maintenance Expense	\$1,680.00
Printing and Reproduction	\$1,732.50
Rent Expense	\$250.00
Repairs & Maintenance	\$150.21
Telecommunication/Broadband	\$89.25
Utilities	\$454.34
Total Operating Expenses	\$8,456.76

Profit and Loss - Grovenor Community League
Date Range: Mar 01, 2020 to Mar 31, 2020

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Net Profit	-\$5,086.76
As a percentage of Total Income	-150.94%