

Forest Terrace Heights Community League Board of Directors Meeting Minutes

Date: Tuesday, November 3, 2015

Start: 7: 00pm

End: 8:25 pm

Location: 10150- 80 Street

Recorder: Nicole K. E.

<u>Present</u>			<u>Regrets</u> (notified)		<u>Not in Attendance</u> (no show)	<u>Guests</u>
Rae H	Alanna B	Yvonne D	Tyler B.	Heather S.		Bill Climie
Michelle B	Nicole E	Lynn F	Liz Z	Bonnie M		
Connie L	Lyndsey P	Anna K	Chris	Sharon T		
Angela M	Carrie E	Michael G	Mike J	Coralee		
Kathy H	Justin S-C	Molly B				

1.0	Approval of the Minutes from previous meeting	Motion to approve the previous Minutes Moved by: Lindsey Seconded by: Molly
2.0	Approval of the Agenda add vacancies	Motion to approve the Agenda Moved by: Anna Seconded by: Alanna
3.0	Approval of Directors Report by Exemption	Motion to approve Directors Report by Exemption Moved by: Anna Seconded by: Molly

Directors Report by Exemption-

3.0	Directors Report by Exemption
	<p>President- Rae</p> <ul style="list-style-type: none"> • Community Garden Update: The city has removed the requirement to have an environmental assessment, saving the committee thousands of dollars. Currently preparing to submit step 2 of the project request. • The committee is thinking of ideas to raise more money, will likely have a winter event. • Hardisty Swim- pool is closed until January for maintenance • Winter is coming- note there is ice melt in the closet near the main entrance. • Events Volunteers- please be reminded that we have a large list of volunteers for our community
	<p>Vice President – Jeremy</p> <ul style="list-style-type: none"> • No Update provided
	<p>Treasurer – Michelle</p> <ul style="list-style-type: none"> • No Update provided

	<p>Membership Director – CoraLee</p> <ul style="list-style-type: none"> • Quiet month... Nothing new to report
	<p>Program Coordinator - Sharon</p> <ul style="list-style-type: none"> • plan to step down once the Winter programs are over in late February - early March. If you know anyone or if you want to start advertising, I will officially step down earlier if someone is interested.
	<p>Hall Rental Director – Molly</p> <ul style="list-style-type: none"> • No Update provided
	<p>Grant Director – Bonnie</p> <ul style="list-style-type: none"> • I have looked into the City of Edmonton Community League Infrastructure Grants. • For application for the grant the scope of the project must be clearly defined and all aspects of the project must clearly relate to each other (ie. make sense as a single project). Only one infrastructure grant can be applied for each year. Awards are based on the grant request, and may be up to 50% of the eligible costs of the project to a maximum which matches available funding. Applications for projects with total eligible project costs less than \$5,000 will not be considered. Grants are awarded in three categories based on eligible project costs and the grant request. The size of grant awarded will determine when a league will be eligible for another grant in that size category: <ul style="list-style-type: none"> • Small awards (up to \$25,000) may be awarded every year. • Medium awards (\$25,001 to \$100,000) may be awarded every 3 years. • Large awards (\$100,001 to \$400,000) may be awarded every 10 years. • A community league may request a grant for less than the maximum for which it is eligible based on eligible project costs. This would be a detailed application process and one in which I would need to be working with Lynn. • The applications for 2016 are not posted yet and would likely go live in December. The deadline for application is likely late March. Detailed plans and budget information are necessary, so if we would like to go this route a detailed plan of the work we are going to have done would be need ahead of time. Minutes from the meeting which approved the project are needed as part of the application process.
	<p>Website Director-Tyler</p> <ul style="list-style-type: none"> • No Update provided
	<p>Safety Director - Lyndsey</p> <ul style="list-style-type: none"> • Currently working with Debbie from ENW on the paperwork to get a new Neighbourhood watch sign installed in the Rowland Rd. area. • Looking for new ideas to invigorate the "Safety/ ENW" pieces for our neighbourhood. • 77 Street News: Neighbourhood officers have worked with the landlord to evict Meth drug dealers from the neighbourhood. Cst. Beaton e-mailed all concerned residents. Residents are relieved.
	<p>Rink Director - Chris</p> <ul style="list-style-type: none"> • No Update provided
	<p>Seniors Liaison/SECLA Rep– Connie</p> <ul style="list-style-type: none"> • Review of FTH Socials over the last year: • Purpose of the Socials: to provide an opportunity for local residents to interact with each other and get to know their neighbours (there was a special attempt to invite seniors through phone call or email for the events). It was suggested that the socials be held a regular monthly basis, we hope that guests would come to expect the events, and would return and perhaps bring other neighbours.

	<ul style="list-style-type: none"> • Observations:* People need a reason / purpose to come to an event, and will not attend just for the purpose of socializing, i.e. need a topic (speaker) or a theme for the event (e.g. game night or craft night). Guests will only come to the event if they are interested in the theme of event, or perhaps if personally invited by someone else who is attending. • Events where people can bring their kids seem to have better attendance. • Attendance fluctuated widely. Other than one of the seniors, we did not really get guests returning regularly for the events. Attendance did not increase over time, and there were no guests at the most recent (October 2015) event. • For the events with speakers, some events publicized on Facebook had guests from outside the local area. While it was great to have more people at the event, the purpose of the socials was not really met. • Guests enjoy visiting with board members. However, for many of the socials, board members were not present. • There were no obvious patterns in attendance related to publicizing of event, i.e. most events were publicized in similar way (i.e. SEV, website, Facebook, posters). • *note: I have a summary of socials that were held as a separate document if anyone is interested <p>My proposed Outcome:</p> <ul style="list-style-type: none"> • Will only host a Social when it has been requested based on community interest • If possible, events will be kid-friendly (either kids can participate in the event itself, or babysitting / kids entertainment are provided during the event). <p>SECLA:</p> <ul style="list-style-type: none"> • In follow-up to the item discussed last month, SECLA will not pursue any changes with the fees that are collected from individual community leagues. General feedback from leagues was that if a change was requested, SECLA should give some explanation as to why a change was proposed. • Fulton Ravine South park phase 2 development work is ongoing. A revised site plan and costing estimate is currently being worked on. More information will be provided to leagues when this revised plan is available. Once revised concept and costing are completed, the City will need to approve the concept plan, then all funding will need to be in place before work on the ground can proceed. Based on timelines, the City advised it is likely that the work on site (installing benches, trees, etc.) at the park will not take place until 2017. • One bench has been installed at the Fulton Ravine South park (by the skate park) through the City Council Parks Amenity program. Thank you Ben Henderson!
	<p>Babysitting Coordinator/ Casino Director - Anna</p> <ul style="list-style-type: none"> • No Update provided
	<p>Soccer Co-Director- Michael G.</p> <ul style="list-style-type: none"> • No Update provided
	<p>Sign Coordinator/Civics- Angela</p> <ul style="list-style-type: none"> • November signs: Seniors Tea & Infill Event • December sign: Unassigned yet. Reminder that sign changes will be infrequent in the winter due to challenges with tracks/letters freezing. Best to let me know earlier if you have something you want for Dec./Jan./Feb. Or to rely on other means of advertising (SE Voice, e-news, website, Facebook, etc.) • Mature Neighborhood Overlay workshop being hosted at our hall Monday Nov. 24th 6:30pm. EFCL is hosting a workshop to go over the MNO ahead of City Council's 2016 review of the MNO. MNO regulates development in mature neighborhoods (heights, setbacks, site coverage, etc.) • Connie and I met with Sean Lee, City of Edmonton planner SE to get update on seniors condo development, 101 revitalization, and establishing 101 Ave as a Transit Avenue. Experimenting with a planning forum as a way for anyone who is interested (not only

	board members) to keep up to date on planning issues and to comment on them. Ideally, would like a planning committee of 6-10 members of the community. Contact for more info.
	Newsletter Editor- Liz <ul style="list-style-type: none"> • SEV deadline is November 23rd. Please have submissions in to me by noon. • Regretfully, I have given my resignation as Newsletter Editor and will be finishing my term at the end of this year; December 2015 will be my last E-News and submission for the SEV. I have moved into another position on another board (CAIRD.ca) and will be taking over the Media/Communications with them. It has been a real pleasure getting to know you all. You are a great team and I hope to see you out and about in our awesome community. Best Wishes!
	Events Director-Yvonne <ul style="list-style-type: none"> • Halloween party was lacking volunteer interest.
	Building Maintenance Director- Justin <ul style="list-style-type: none"> • No Update provided
	Building Maintenance Director - Mike J. <ul style="list-style-type: none"> • No Update provided
	Volunteer Coordinator - Alanna <ul style="list-style-type: none"> • No Update provided
	Bingo Director- Heather <ul style="list-style-type: none"> • No Update provided

4.0	<u>New Business Item</u>	<u>Discussion/Actions</u>
4.1	Professional Development- Rae <ul style="list-style-type: none"> • There are lots of seminars offered in Edmonton & the league has a budget for this. Is there something that interests you & is related to the league in any way? • Charity Village, EFCL, ECVO, Volunteer Edmonton, Edmonton Public Library • websites: efcl and EPL and other websites 	
4.2	Winter Fun Fest- Lynn <ul style="list-style-type: none"> • Sponsorship: S'mores Station/ Community Sponsored Sleighride • Dec 12 - participation? Ottwell CL is asking for \$100 /CL for the sleigh ride left over goes to other funding. the Hay ride cost has increased this year to \$1300. • Hockey tournament this year • Donation for Smore Station like last year will include flyers, chq required for \$250 - vote to support event • City changing marketing year round for programs to once a year. Therefore, we need to discuss the programming for the summer camps for this year. Looking for a commitment on dates for the summer camps. We are quiet in the summer for programming so any dates work. Need an 80% fill rate to run • Skate program: are we running a program? Yes, we are. 	Anna will motion to support \$250 Seconded by: Angela

4.3	Projects/Enhancements- Lynn <ul style="list-style-type: none"> • What community projects or enhancements are FHTH contemplating in the future? Collecting ideas • collecting information on funding for specific items that the CL needs. such as things that would build community. Permanent assets. Our building reno's, including BBQ patio area, community garden, near Terrace heights school/ Argyl school looking for a gazebo, terrace heights sign replacement and relocation, signage for tennis courts by McNally, are all things that we would be interested. 	
4.4	N.E.T. and policing update - Carrie and Cst. Cam Jones <ul style="list-style-type: none"> • overview on the projects NET is working on in the community • Residential break & enters, lots of issues over the summer, awareness campaign. Sent out letters to people who drive the high theft vehicles. • We can advertise on FB and on our website - Carrie to contact Lyndsey • Please call to report about mischief and small theft...call 780-423-4567 and can also report it online, or use the EPS app - call Cst Cam Jones or Cst Beaton • Be a good witness hand outs to provide info • car curfew sticker - my car is not to be driven between 1am - 5am • 3 makes and models (old series hondas, dodge caravans & Ford F series) lots of advice available on how not to get stolen • crime of opportunities - spare keys, garage door openers • Carrie.ellinger@edmonton.ca cell: 780-289-2392 • any community concerns or questions, contact Carrie and she can refer you to Cam Jones if you have any policing questions. 	
4.5	Senior's Fitness - Connie/Molly with Bill Climie (guest) <ul style="list-style-type: none"> • Bill will attend at 8 pm to briefly discuss new exercise class (seniors/ low impact) now called Low Impact, not great turnout so far.Used to teach chronic disease and pain workshops, and teaches fitness classes at hospitals and other seniors centres and places for 8 yrs. only 3 people showed first class and then nobody for past 2 weeks. mobility issues or chronic disease. There is a need to advertise at the Seniors Centres, SE Voice, or other neighboring leagues competing with class at Seniors class at the Senior's home at SEESA 	
4.6	Methods for Board sharing/brainstorming - Connie <ul style="list-style-type: none"> • (re: ideas for building membership, encouraging volunteers, safety, revitalizing 101 Ave etc.) • sub group meetings - facebook groups, emails, committee meetings to further discuss and share information on ongoing projects and interests, info on website, • maybe keep a 30mins time at the end of our monthly meeting to do a deeper conversation on a topic 	Add a standing agenda item to discuss topic.
4.7	Community League history - Connie/ Angela/ Yvonne <ul style="list-style-type: none"> • at the EFCL meeting/workshop at the anniversary project asking for photos, etc. from community asking in SE Voice for community members to share any pictures that they may have. Permanent display at 	

	<p>Hawrelak park.</p> <ul style="list-style-type: none"> • City archives has a lot of info • Maybe Seniors involvement in the community for them to share info at an event. 	
4.8	<p>Parent & Tot Programming - Nicole & Molly</p> <ul style="list-style-type: none"> • don't want to compete with other CLs however, we need to gauge interest on what to offer. Fitness or tot time or some other programming focused at moms and tots/babes ? Nicole and Molly to discuss further 	
4.9	<p>Michael G - update</p> <ul style="list-style-type: none"> • Halloween - Hot chocolate 100 cups - lots of turn out • Sign awesome • Thank you for the turnout on the soccer game. Propose to change the name to honor Brenda Beakman next year • 100 hours of soccer this year • U18 boys team that is the top team in the city. would be great to have the board come watch them. • Link with schedule to be sent out • volunteer appreciation should be done in May this year - volunteer of the year award • EMSA is building a new building. Indoor soccer field. • Soccer coordinators are important to success of the soccer program 	
5.0	<p>RINK UPDATE</p> <ul style="list-style-type: none"> • Still need to meet with Chris re: settling the rink attendants. • maybe have a grand opening event with loaner skates, concession and hot chocolates etc weather dependant - maybe last day of school before christmas break. Dec 18th is tentative date. Could incorporate evening event with parents. Book the winter skate kits etc. Lynn will book that. Angela to head the committee for the event. 	

<u>5.0</u>	<u>Ongoing Items</u>	<u>Discussion/Actions</u>
5.1	<p>CRC Report- LynnCRC report (Lynn)</p> <p><i>Gold Bar, Fulton Place, FHTH, Capilano, Ottewell, Kenilworth</i></p> <p>1. Recreation Network Gathering: In January and April, 2015, the City of Edmonton's Community Services Department hosted a gathering of recreation providers servicing Southeast Edmonton. The purpose of these meetings/gatherings is to share community recreation program information, to meet with other</p>	

individuals, groups, and organizations within your community, and to identify opportunities to share resources and work collaboratively.

This session will do the following:

- Recap of the work previously done at the first 2 session
- Opportunity to add more information to recreation mapping
- Brainstorm ideas on topics selected by participants.

Thursday November 5th, 2015, 6:30pm – 8:30pm
Ottewell Community League Hall
5920 – 93 A Avenue

Please RSVP by email to: pam.weber@edmonton.ca or rufaromunetsi@edmonton.ca or phone [780-496-1477](tel:780-496-1477) by November 3rd, 2015.

2. Ice Making Workshop:

Ice Making Workshop to be held Thursday December 3rd at Spruce Avenue Community hall 6-9 pm. 10240 – 115 Avenue. Learn how to make and maintain ice from the crew at Fulton Place who has successfully made great ice for the past few years on both the rink and Snow Bank area. See attached poster. 2015 ice making workshop (1).pdf

3. Wayfinding Pilot in Gold Bar

New City of Edmonton signs are being installed in the Gold Bar Park over the month of October. This location was selected as a pilot project for the new signage.

[Walk Edmonton wayfinding survey gets good grades from participants](#)

4. 3rd Annual Winter Fun Fest

Dec. 12th, 11 am - 4pm at Ottewell Community Hall 5920 – 93 A Avenue

The festival provides the opportunity to try out various winter activities. New, weather permitting are Preschool Touch and Explore, Bannock, curling, Youth Hockey Tournament. Old favorites are back too including, Sleigh Rides, Lil'Chippers Ice Sculpting, X-Country Skiing, Snowshoeing, Kicksledding, Fire Pits, La'Tier d'Sucre, Photo booth an more. I will forward posters for distribution and posting later in Nov. Anyone interested in volunteering for a couple of hours at this event. Let me know what may interest you.

	<p>5. Winter Green Shack: Gold Bar Community League will be hosting a winter Green Shack in Dec. It will run Monday & Wednesday 4 – 7 pm and Sat. 1-5 pm. Program runs from Dec. 7th – Jan 2nd. No program on Dec. 28th.</p> <p>6. Community Garden Mix and Mingle: Fulton Place Community Garden group along with other passionate gardening volunteers and enthusiasts will be hosting an informal information session November 30th. It will provide an opportunity for folks to just come out and chat, ask questions and gather information with others who have been involved with the formation, development and ongoing support of having a Community Garden. There will be different topics to choose and learn about in a casual setting. Maybe even get you thinking about a garden in your neighbourhood. Lynn.ferguson2@edmonton.ca phone: 780 496 -5926</p>	
5.2	<p>Maintenance Priorities/upkeep- Rae</p> <ul style="list-style-type: none"> • In order to apply for grants, we need a plan • Bonnie looked into grants - we need to have preliminary work done to apply. We need to make decisions on what our priorities are. • First priority is exterior of building & the rink. • Prince group is selling refurbished rinks • CLIP matching grants - 3 different levels (see Directors Report by Exemption) • Stantec report on hall from around 2008 to see what was identified 	<p>First brain storm topic for Dec meeting: Hall Renovations</p> <ul style="list-style-type: none"> • find out about the grant • find the Stantec report • get Coralee's quotes • update windows also
5.3	<p>Upcoming Events & Programs</p> <ul style="list-style-type: none"> • Ski day? End of February. • Volunteer appreciation earlier in the year. • Learn to Skate ? - Justin interested in providing the programming of the Learn to Skate and Intro to hockey • Christmas? • winter-scaping - winter cities adding light and color into your neighborhood. Winter block party ideas 	
5.4	<p>Vacancies volunteer positions</p> <ul style="list-style-type: none"> • Sharon programming stepping down - need to fill - also includes greenshack • Liz stepping down - newsletter 	

Outstanding Actions:

<p>Actions- Items board members have agreed to complete. Take actions from last minutes and add new items each meeting. Items are only removed when completed items each meeting.</p>	<p><u>Name</u></p>	<p><u>Agreed Date/ Details</u></p>
<p>Email roles & responsibilities</p>	<p>Rae</p>	<p>Sept/14- still working on</p>
<p>initiate membership drive in spring/summer 2015 (with Angela) look into painting pricing for rink, exterior of hall look into options for community signs</p>	<p>CoraLee</p>	<p>Feb/15 Mar/15 - obtained, waiting for grant info Mar/15- obtained, waiting for grant info</p>
<p>Weather stripping on doors Obtain quotes for new window, east side</p>	<p>Justin</p>	<p>Sept/14- quote received March/15- indicated times does permit to complete this Mar/15</p>
<p>Order 2 change tables & install in men's and women's washrooms Look into air conditioning pricing</p>	<p>Mike</p>	<p>Apr/15- One has been installed Mar/15- quote obtained, waiting for grant info</p>
<p>Develop document to track injuries, concerns, theft</p>	<p>Jeremy</p>	<p>Sept/15</p>
<p>Purchase a new message board for the rink side of the building</p>	<p>Rae</p>	<p>Dec 15/15</p>

Next Meeting Date: December 1, 2015
Meeting adjourned 8:25pm