

Forest Terrace Heights Community League Board of Directors Meeting Minutes

Date: Tuesday, April 5, 2016

Start: 7pm End:

Location: 10150- 80 Street

Recorder: Nicole Eltom

Present	Regrets (notified)	Not in Attendance (no show)	Guests
Rae Molly Michael G Chris Nicole E Justin Kelly H Jeremy Angela Yvonne Lyndsey Connie Bonnie	Tyler B. (standing) Heather S. (standing) Michelle B		Ryan H Latasha H Lynn F Nicole P Brandon R Kirsten P Mayjia Kathy H

1.0	Introductions <ul style="list-style-type: none"> ● Coralee - opening remarks - vision <ul style="list-style-type: none"> ○ Sign in formality ○ What are you most proud of from Forest Terrace Heights 	
2.0	Approval of previous minutes <ul style="list-style-type: none"> ● Amendments: <ul style="list-style-type: none"> ○ First name and last initial for guests ○ 5.8 Security cameras ○ Action points: Membership drive and stantec points completed and pls remove ○ Add Soccer report 	Motion to approve the previous Minutes Moved by: Jeremy Seconded by: Justin
3.0	Approval of Directors Report by Exemption	Motion to approve the Agenda (with additions) Moved by: Chris Seconded by: Lyndsey
4.0	Approval of the Agenda Additional items:	Motion to approve Directors Report by Exemption Moved by: Molly Seconded by: Angela

3.0	Directors Report by Exemption
3.1	<p>President- Rae</p> <ul style="list-style-type: none"> • Save the Footbridge- A group is trying to get the City to re-route the Valley Line away from running through Louise McKinney and Henrietta Muir Edwards parks. Eric Gormley has sent an e-mail with more information asking for Forest Terrace Heights Community League's support. Anyone interested can contact him (contact info in e-mail). • A nearby basketball program has asked us to donate \$500 to sponsor twins from our neighbourhood, the request was declined. The executives discussed that this type of sponsorship should be available for others from our neighbourhood to apply. If there is someone interested in organizing such a program, we would welcome that. • Does anyone know where our wind flag is? • National Volunteer Week reminds us to say thank-you to volunteers and celebrate the positive impact of volunteerism in our communities. National Volunteer Week 2016 is April 10-16 • My availability will be limited until April 30th.
	Vice President – Jeremy - no update
	<p>Treasurer – Michelle</p> <p>My availability is quite limited in April. If you have money to deposit or are requesting a reimbursement that needs to be done before the May meeting, please send me an email and we can arrange a time to meet.</p>
	Secretary- Nicole - no update
	<p>Membership Director – CoraLee</p> <p>Easter Event went well. I counted about 75 kids and their families attending. There were 434 eggs hidden with toys and treats. Last year we let the kids 5 and under out to hunt first, but then they found too many too fast! So this year we split the park in $\frac{1}{3}$ for the 5 and under and $\frac{2}{3}$ for the older ones. They were also instructed to only gather about 5 to 7 eggs. There were 12 golden tickets hidden in eggs for prizes and 2 different door prize draws - one for each person attending and one for just the FTH community membership holders. Letters were sent to every center of worship inviting them to participate and provide invitations to services. I approached 5 businesses (H&W, Home Health, Dallas Pizza, Shoppers Drug Mart, Liquor Depot) for participation in community events/ provide donations and receive promotion in return on Facebook and our e-news letter. There is one gift certificate from Dallas Pizza to be given away at the AGM and a bunch of hot/cold reuseable packs now in the skate shack cupboard from HomeHealth Medical Supplies & Equipment. Thank you, Angela, for already recognizing these folks on our Facebook page. Could we please include them in our newsletter (and promote that there will be giveaways at the AGM)? I had LOTS of cheerful help for setup, running the event and clean up. Thank you for making this event possible!</p>

	<ul style="list-style-type: none"> • Application for the Abundant Community Initiatives Program Operating Grant was submitted for the March 15th Deadline. Thanks so much to Bonnie and Rae, Angela and Anne Harvey for all the help! Now we wait and see... • New memberships will be in my possession by April 29th. Last year we sold the new memberships at the AGM. Shall we do this again? Now that outdoor soccer registration is over, should I advertise ½ price membership sales again? I'm not sure it drew a whole lot of new folks in for the price difference.
	Events Coordinator- Yvonne - no update
	Hall Rental Director – Molly - no update
	Grant Director – Bonnie - no update
	Website Director-Tyler - no update
	Neighbourhood Watch/Safety - Lyndsey - no update
	Rink Director - Chris - no update
	<p>Seniors Liason/SECLA Rep– Connie</p> <p>SECLA</p> <ul style="list-style-type: none"> • Fulton Ravine South park development (where skate park is located). After several months delay due to some miscommunication with the City, SECLA is actively starting work on getting the rest of the park completed. First step is fundraising - if anyone is interested in the project, let Connie know. Especially like to have people who like to do online fundraising, or like to help organize events. • SECLA had a presentation from Sigm Phi design (local art company wanting to do work in the neighbourhood. They do welders who do pieces made from stainless steel, aluminum, bronze, brass, etc. • other league info: Idylwyld looking into some traffic calming measures along 79 St. Being discussed by residents. Cloverdale: the City of Edmonton planning to do a master plan of Gallagher park (Folkfest, Ski club are). Ottewell uses electronic keypad for locks for the hall and it works very well. They use it for the hall rentals as well and can limit the access for that PIN to a specific date and length of time. Fulton Place will be fundraising for playground. The playground will be open to public when it is not being used for the daycare. <p>Seniors:</p> <ul style="list-style-type: none"> • planning a seniors housing information session with speakers on June 1st. Details not finalized yet but it is intended to give people general info regarding the terms used to describe independent living options (e.g. life lease, subsidized

	housing, etc.). It will be mainly geared to people looking to downsize. Also hope to get some feedback as to what types of seniors housing options they would like to see in the neighbourhood.
	Babysitting Coordinator/ Casino Director - Anna - no update
	Soccer Co-Director– Michael G. - no update
	<p>Sign Coordinator/Civics– Angela</p> <p>Signs:</p> <ul style="list-style-type: none"> • March sign: Easter event March 26 and Community Meeting April 2 • April sign: Big Bin event April 30 • May sign: AGM June 7 (could maybe put something on the board between May 1-May 14). Please let me know if you have something you want on the sign. <p>Civics:</p> <ul style="list-style-type: none"> • March 9 Patricia Motel rezoning open house - very well attended (169 people,110 feedback forms). City provided a feedback summary. • April 2 Rezoning Community Meeting - ~50 people came out to discuss the feedback summary and identify their most important concerns. The most frequent concern expressed was building height and parking. People want to see a reduction in the height (whether it is going back to 4 and 7 storeys, 10 stories, 12, 14, or even keeping it at 18, there was no consensus but most people want to see some height reduction). People also want to see more parking (or fewer allowances for parking reductions). • City of Edmonton staff are ready to release details regarding a corridor study and Corner store revitalization program as part of the 101 Ave revitalization efforts. We should start planning for public engagement activities in June. • A big thank you to the board members who came out to the open house and/or the community meeting. The help with setup/takedown, discussions with residents, marketing, and notetaking was invaluable. <p>Walking Group:</p> <ul style="list-style-type: none"> • EFCL provided urban pole instructor training on April 9th as well as 10 sets of nordic walking poles. • Walking group will start Sat. April 23rd. 8 Saturday's of walks starting at 9am, start locations within FH and TH will vary. Details on Facebook. Please help spread the word. • Community Walking map: Workshop (facilitated by Lynn) to develop our walking map was moved from June to the fall due to hall scheduling conflict. Preference for Sept or Oct? Will likely have it in late September or sometime in October.
	<p>Newsletter Editor- Rae /Connie</p> <p>Kelly will do the Enews this month, still send submissions to the newsletter email account.</p>

	<p>SEV:</p> <ul style="list-style-type: none"> • 5 of the SEV editors came to an Editors meeting hosted by Hugh Calder and the SECLA editor. Talked about various practical issues related to submitting contact for the paper. Also talked about the cost of the publication - currently postage \$25,000 per year which SECLA advised may not be sustainable. We all felt there is still value in having the SEV and discussed asking the leagues to pay some of the cost. Hugh said it is unusual for the community papers he publishes, to see the area council cover all the costs - typically each league contributes for some of the cost. We agreed to bring this up with our leagues. • SEV deadline - Sat April 16th
	<p>Program Coordinator – Barb - no update</p>
	<p>Building Maintenance Director- Justin - no update</p>
	<p>Building Maintenance Director - VACANT</p>
	<p>Volunteer Coordinator - VACANT</p>
	<p>Bingo Director- Heather - no update</p>
	<p>Marketing & Communications - Kelly</p> <ul style="list-style-type: none"> • March 2016 - Promoted Open House, Patricia Motel Rezoning Community Meeting, Easter Event along with programs. Upcoming - Walking Group, Big Bin Event, Community Camping • Took over Community Calendar from Angela and creating e-news in April. Submit info to newsletter account if you want it in the next e-news • If you would like a poster made for an event or program or want anything specific promoted please email me. If you prefer to make your own poster, email the flyer to me so I can post at the hall and also post on FB and Twitter • Some confusion regarding canceled events - if an event or program is cancelled or no longer running, send me an email to let me know so I can stop promotions • I'll also be creating the AGM report - I'll send out an email to all of the board soon requesting your submissions - I'll likely set a deadline for May 8th or May 15th to allow time to compile content and print before June AGM • I'd like to ask the board to keep an eye out for bulletin boards in the community where you know we could put up posters or promotional materials. This will help me create a list of businesses willing to help us promote community events.

5.0	<u>New Business Item</u>	<u>Discussion/Actions</u>
5.1	<p>101 Ave Revitalization</p> <ul style="list-style-type: none"> • City of Edmonton speakers introduce the Corridor Study concept. • Braidon Reid provides an update on the program site on 79 Street. The City would like to consolidate the public engagement for both the Study and Corner Stores as one program • Kirstin Pacheco, Principal Urban Designer - 101 Ave Corridor Vision & Study Project Manager • Sean Lee, Planner - 101 Ave Corridor Vision & Study Planning Coordination Lead • Braidon Reid, Commercial Business Strategist - Corner Stores Program Manager • Elevate program product of edmonton sustainability task force • See powerpoint here: • Greater Hardisty area is going to used as a pilot project • First 3 projects: Forest Heights shopping Centre, Patricia Motel redevelopment, new Library • Focus area will be: 79 Street to 67 Street; over the next year there will be community involvement to gather info, develop a vision and concept and implement (timelines are a guideline only and subject to change) • Corner Stores project has done 3 locations in the past year with Streetscape and enhancements, facade improvement with matching grants for the developers attracted new businesses into locations and supporting businesses that the community members want. Business improvement including financial, online presence and understanding the demographics. • Forest Heights shopping Centre 79th street/101Ave will be started in the next few months. City needs a point person to communicate with and will access through newsletter, surveys, website etc 	
5.2	<p>Soccer update:</p> <p>115 kids - 20% increase -mostly in U4 which is great. Last year was only 10 kids, this year over 25 - 40 kids. 2 U10 teams this year and moving to Terrace Heights as well. This will help promote soccer in the community. Our numbers will be up this year. Michael is stepping down from soccer after this outdoor season. This is his 9th year and 18th season. He would like to find a replacement and be able to train them. Michael would like to implement his vision.</p>	

5.3	<p>Swimming Program</p> <p>Time schedule Saturday nights at 5- 7 at Commonwealth is free access is not just swimming, free access to open gym etc. Hardisty is just for swimming. Boonie Doon will be closed in the fall for maintenance in the Fall for approximately 2 yrs.</p> <p>Given our average approx 12 people per week for indoor swim and outdoor swim lower, we would likely not want to opt into any more swim times.</p>	
5.4	<p>Community Garden - not officially approved for our site. Looking for a letter of support from the community league. Executive Board agrees to support the Community Garden and the cost of water supporting the garden.</p>	
5.5	<p>Donations</p> <ul style="list-style-type: none"> ● Donations from businesses - I think it's important to approach strategically...with letters from the community league. ● Keep track on line donations and ask, online, shout out on FB page and newsletter. ● Free stuff for our hall <ul style="list-style-type: none"> ○ Free facelifts interior and exterior ○ Security cameras - issues with the city. 	
5.6	<p>SEV - Connie - cost of SEV is approx \$25k / year. \$600 per year - SECLA donates our membership back to us which is approx \$600 so are we ok with them</p>	<p>Connie motions a donation \$600 per year for the purpose of SEV seconded by Yvonne No objections</p>
5.7	<p>AGM Prep</p> <p>- Volunteer Award, Elections, Budget, submissions for AGM doc</p> <p>This year, we need to be focused on our budgets so that we do not fall behind.</p> <p>-Review the Projected 2016/17 Budgets</p> <p>- Position/roles</p> <p>- Ryan Hazlett will be interested in the Building Maintenance Director role</p> <p>Volunteer coordinator - Nicole Pasche is interested and would like to speak to Alanna who held the previous role</p>	<p>Coralee motions to elect Ryan as the building maintenance, show of hands, no objections</p>

	<p>Events budget increased by \$500</p> <p>Flyer this year</p> <p>Volunteer award this year - send nominations to Jeremy</p> <p>At the AGM coming up with cool ideas to engage folks</p> <p>Open house - social</p> <p>Inspire to get involved and volunteer - free membership</p> <p>Theme?</p>	<p>Send out last years minutes from AGM</p>
5.8	<p>Big Bin event - April 30</p>	

6.0	<u>Ongoing Items</u>	<u>Discussion/Actions</u>
6.1	<p>CRC Report- Lynn</p> <p>April 2016 CRC Report</p> <p>Gold Bar, Capilano, FHTH, Kenilworth, Fulton Place, Ottewell , SECLA</p> <p>APRIL IS NATIONAL VOLUNTEER WEEK APRIL 10 -16th.</p> <p>A HUGE THANK YOU TO ALL VOLUNTEERS WHO MAKE THEIR COMMUNITIES A GREAT PLACE TO LIVE. Thank you all for making SE Edmonton the best place to live. It is fantastic to have the opportunity to work with such a wonderful group of individuals and groups in my portfolio. It is the highlight of my work.</p> <p>Thanks for slogging equipment, BBQ's, hosting special events, coaching, managing, mentoring, organizing community clean-ups and just sharing your time and talents for your neighbourhood.</p> <p>PROGRAMS:</p> <p>SUMMER 2016 GREEN SHACK ASSIGNMENTS</p> <ul style="list-style-type: none"> • Still awaiting the final list of Green Shacks for am or pm sites. I will forward as soon as this is finalized. • Please advise if you would like your Spray decks turn on and off to remain the same as last year. This primarily means a water turn on the May long weekend- through Sept. long weekend/community league day. Also, for those with schools, they usually have turn on at 3 pm. <p>BIKE SAFETY & TRAINING</p> <p><i>Capilano will host a Bike Safety Program on Friday May 13th. 4 -7 pm in the rink.</i></p>	

Volunteer Training: There is a Bike Safety Volunteer training opportunity if anyone has a volunteer(s) interested in this training. The training will be at Royal Gardens on Sat. April 23rdth from 6:00 - 8:00 PM and the course code is 566475. Call 311 to register.

Special Event Training: If you have a group of volunteers (minimum of 5) you would like to have trained to help run activities at your next special event call 780-496-1912 or email at Fiona.bell@edmonton.ca

If you don't have five connect with your neighbouring leagues and or community groups. More information on training can be found in the park bench.

GRANTS/FUNDING OPPORTUNITIES

NEIGHBOURHOOD ENGAGEMENT

Funding through the City of Edmonton is available year round. The committee has been working the past 6 months to review and enhance the program. There are a couple of notable changes as follows:

- There are now 2 levels of funding.
 - One for up to \$500 for smaller initiative - not require matching dollars and only one partner is needed.
 - Original of up to \$2500. Matching funds required via cash, volunteer hours and in-kind donations.
- Year round funding. There is no cutoff date to apply for funding, however, a preset amount of funding is available, and will be distributed on a first come basis. Must submit application min 60 days before the activity.

Community Big Bin Events: Go to the city website for more information. Up to \$600 per application is available. This is a popular program so apply soon.

City Initiatives:

100In1Day

This is a global festival of civic engagement coming to Edmonton for the first time on June 4th, 2016. The city hopes that 100 projects or any kind will be submitted for this exciting day. Anything from art, culture, music, sport or more is welcome. Unleash your imagination, get a group together and just have fun as we watch Edmonton come alive on June 4th. This helps build community by activating Edmontonians to realize the ideas they have to enhance their neighbourhood, community, or the city as a whole. Free workshop also available. [Great examples](#)

Go to <https://www.makesomethingedmonton.ca/100in1Day/> for more information or ask your CRC.

ROOTS FOR TREES

Edmonton needs more trees! We want you to help us plant more trees to double the size of our urban forest.

Root for Trees is an enhanced tree planting initiative which intends to increase tree planting within the city through continued partnerships with corporations, individual residents and **community groups**. The annual target of this initiative is to plant an additional 16,000 trees annually on public and private land. Visit the link for more information on all the programs

http://www.edmonton.ca/city_government/initiatives_innovation/root-for-trees.aspx

TRAINING OPPORTUNITIES:

Check out these learning events through the Edmonton Chamber of Volunteer Organizations.

Think Tank Conversations- Volunteer Recognition Join us and explore how you can put the volunteer back into volunteer recognition. Learn from others and begin to rethink the way you recognize volunteers.

Attend this brainstorming, problem-solving and idea sharing session with an open mind and you will come away feeling rejuvenated and ready to take action.

Financial Management for Non-Profits Organizations with strong financial management are better able to fulfill their missions and deliver high-quality services. With professionals from KPMG, and Chartered Accountant Hilary Rose we've created this unique course to help your organization become "fiscally fit."

This exceptional program was developed specifically for the non-profit sector and will help to strengthen the financial skills of non-profit professionals and board members and support the sector in building this important skill set.

The course is 18 hours in length and will be delivered

Lynn.ferguson2@edmonton.ca ph:780 222 1886

6.2 Action items update - see above

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.	<u>Name</u>	<u>Agreed Date/ Details</u>
1. Email roles & responsibilities	Rae	Sept/14- still working on
1. look into painting pricing for rink, exterior of hall 2. look into options for community signs	CoraLee	Mar/15 - obtained, waiting for grant info Mar/15- obtained, waiting for grant info
1. Weather stripping on doors 2. Obtain quotes for new window, east side	Justin	Sept/14- quote received March/15- Mar/15
1. Look into air conditioning pricing	Mike	Mar/15- quote obtained, waiting for grant info
1. Develop document to track injuries, concerns, theft	Jeremy	Sept/15
1. Purchase a new message board for the rink side of the building	Rae	Dec 15/15
1. call Western Lock smith to discuss our options with lock boxes and lock sets & thermostat controls	Molly	January 2016

	Brain Storming:	
7.0	<p>Hall Renovations</p> <ul style="list-style-type: none"> - Grading, sidewalk, and rain garden: Danlin Su from City of Edmonton (Drainage, Low Impact Development) came out to look at the grading issues along with Claudio Ziccarelli from City of Edmonton (Drainage, Flood Prevention). Claudio provided a report on what needs to be done and then Danlin can use that to see what can be subsidized through the City's Low Impact Development demo program. Danlin mentioned that the funding might be able to provide for a rain garden to be installed on the park side of the sidewalk and/or replace the sidewalk with permeable paving. The problem with permeable paving though is that sand can block the drainage in the pavers. Still don't know who owns the sidewalk but that needs to be determined. <p>Basement is fine but need to regrade Rae has all the documents - Angela has others;</p> <p>-----from previous meetings for reference: Hall Renovation: 1. Priorities for funding 2. Grant deadlines</p>	<p>Nicole to save on the share drive Meeting to discuss first steps</p> <p>*****</p> <p>Alanna Motions to: replace the painted steel door with an access panel, crash bar at the</p>

<p>3. Info on approved contractors</p> <p>----- from previous meetings for reference:</p> <p>TOPIC: Hall exterior options - We have previously discussed:</p> <ul style="list-style-type: none"> ● replacing the siding, windows & new window in the front entry, wheelchair, painting interior, exterior, and rink, chairs, a/c, bbq area outside, doors and weather stripping. Wheelchair accessibility for front door for power assist doors and replace sidewalk. Building signage. interior art of neighborhood. ● replacement cost. <p>There are graffiti proof finishings and sidings.</p> <p>Mural matching grant up to \$2000 deadline is Dec 15th. Angela has an artist lined up. 2016 CLIP Grant deadline is end of March timeframe.</p> <p>Need to finalize a scope of work and reference Stantec report need to get some contractors and find out if they need to be city approved</p> <p>Sub committee:</p> <ul style="list-style-type: none"> ● Nicole ● Bonnie (grants) ● Yvonne ● Justin ● Cathy's husband, Brian (maybe) ● Ryan 	<p><i>back and the weatherstripping with a budget up to \$3500</i></p> <p>Chris seconded. Nobody opposed.</p> <p>Justin to look for Stantec report</p> <p>keep this for brainstorm next month and will discuss prioritizing list of issues</p>
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Meeting adjourned : 9:18

Next Meeting Date: MAY 3, 2016