

Forest Terrace Heights Community League Board of Directors Meeting Minutes

Date: Tuesday, May 3,, 2016

Start: 7:02pm

End: 8:49pm

Location: 10150- 80 Street

Recorder: Nicole Eltom

Present		Regrets (notified)	Not in Attendance (no show)	Guests
Rae	Michael G	Tyler B. (standing)		Lynn F
Chris H	Kelly H	Heather S. (standing)		
Connie L	Nicole P	Lyndsey		
Nicole E	Yvonne D			
Angela M	Michelle B			
Molly B	Anna K			
Bonnie				

1.0	Introductions <ul style="list-style-type: none"> Kelly - Introductions: Vision for 101 street corridor – 5 words ; “hip and trendy urban place to be” 	
2.0	Approval of previous minutes	Motion to approve the previous Minutes Moved by: Yvonne ; Seconded by: Molly
3.0	Approval of Directors Report by Exemption	Motion to approve the Agenda (with additions) Moved by: Chris; Seconded by: Anna
4.0	Approval of the Agenda Additional items: Rae- Overview of process; Michael G -Soccer; Community Garden; Connie; Andrew-camping Trip	Motion to approve Directors Report by Exemption Moved by: Bonnie; Seconded by: Michelle

3.0	Directors Report by Exemption
3.1	President- Rae
	Vice President – Jeremy
	Treasurer – Michelle - agenda item on Financial Audit review results
	Membership Director – CoraLee -Memberships went ½ price as of April 30th at Shaheen Grocery & Bakery & Grower Direct. Online will remain full price as it's too much hassle to change it.

	<p>-We sold 7 memberships at the Big Bin Event (and likely 1 online sale was because of it)</p> <p>-Anybody know anything or have any list of “lifetime membership” cards?</p> <p>-New membership cards have been picked up and will be for sale as of the AGM (June 7th)</p>
	Program Coordinator
	Hall Rental Director – Molly
	Grant Director – Bonnie
	Website Director-Tyler
	Neighbourhood Watch/Safety - Lyndsey
	Rink Director - Chris
	Nothing to report
	<p>Seniors Liason/SECLA Rep– Connie</p> <p>Seniors:</p> <p>Seniors Housing event on June 1st from 1 to 3:15 –it will be at the Fulton Place community hall since there is more room. The event is in two parts - in first part we’ll have guest speakers from SAGE and other organizations talking about various housing options and terminology used to describe the options. After a break about halfway through, we will have more of a panel discussion focused on discussing ways to encourage more multi-unit housing to be built, of the type that seniors would be interested in having in our area. The rationale for having this discussion is that we know many seniors would like to downsize and they want to stay in this area if they can. Councillor Andrew Knack will talk a bit about housing initiatives in the City. We should have lots of time for questions and discussion.</p> <p>SECLA:</p> <p>Fulton Ravine South park update: Next steps: the City has advised that the outstanding elements of first phase of park must be completed before we can move on to other things, e.g. getting benches, etc. in the park. Outstanding elements include the parking lot, boulevard trees, and grading for proper drainage. Estimated costs for these outstanding elements: \$303,000 plus \$30,000 contingency. We have extensively investigated other options but this is the situation. We will need to raise all the funds before on-site work can begin. At the same time we will be doing formal consultation over the next few months with the community as to what people would like to see in the rest of the park. What</p>

	<p>this means for the leagues: we really need support in terms of promotion and volunteering as we move forward (more info will be available over the coming weeks). Also, it is very likely that we will be going back to the leagues to ask for a donation to assist with funding of the park, perhaps in the fall.</p> <p>I am representing district J on the EFCL Planning and Development committee. This committee looks at similar issues as to what the Civics Director looks at, except at a higher level rather than at a specific issue or neighbourhood. As reps on the committee, we are to represent the perspective of our leagues to the group. I will also bring back information from those meetings to share with SECLA and with our league. I just attended my first meeting on April 27th.</p> <p>Other league updates: Ottewell is hosting an outdoor movie night (free) on June 24th. Event starts at 7 pm with movie around 9:30 (or whenever it is dark enough).</p>
	<p>Babysitting Coordinator/ Casino Director - Anna</p>
	<p>Soccer Co-Director– Michael G.</p>
	<p>Sign Coordinator/Civics– Angela</p> <ul style="list-style-type: none"> ● Will meet with Councillor Henderson and developer (Jason Yeung) for Patricia Motel site to express community's concerns about the building's height and parking on May 6th. ● 101 Corridor Study workshop - tentatively planned for June 21,22, or 23 at Forest Heights school ● Kirstin Pacheco (Principal Urban Designer with City of Edmonton and Project Manager for 101 Avenue Corridor Study) will be coming on both 101 Ave Jane's Walks (Sat. May 7 9am and Sun. May 8 1:30pm) ● Greater Hardisty Community Sustainability Coalition is excited about the study and will help spread the word. ● Resources from Kirstin for the community to consider: <ul style="list-style-type: none"> Southeast Area Plan (1997) Project for Public Spaces: Traffic Calming 101 Project for Public Spaces: Streets & Transit

	<p>Strip Appeal: Strip Mall Revitalization and Re-imagining</p> <p>Akron Better Block - Akron, Ohio redesigns and programs an important street</p> <p>City of Edmonton links: year-end audit report results</p> <p>www.edmonton.ca/MainStreets</p> <p>www.edmonton.ca/CompleteStreets</p> <p>www.edmonton.ca/CornerStore</p> <p>Signs: May: Advertising Community Garden and AGM for May. June: Advertising 101 Ave Corridor Study workshop</p>
	<p>Newsletter Editor- Kelly /Connie</p> <ul style="list-style-type: none"> • E-News is going well. If anyone has suggestions for changes please email the newsletter email. Deadline for submissions to E-News is Wednesday May 11th.
	<p>Events Director – Yvonne</p> <p>The Big Bin was a success. The bin was full by 12:15pm. Next year we may have to consider a larger bin.</p>
	<p>Building Maintenance Director- Justin</p>
	<p>Building Maintenance Director - Mike J.</p>
	<p>Volunteer Coordinator -</p>
	<p>Bingo Director- Heather</p>
	<p>Marketing & Communications - Kelly</p> <ul style="list-style-type: none"> • Reminder that submissions for the AGM report are due this Friday - Friday May 6th. I only have one so far. Thanks to Yvonne for that! • Facebook and Twitter are continuing to increase in engagements. More posts than previous months and increased content sharing • Currently running one paid ad for the Fitness Fundraiser • If people have pictures from events, please send to me so I may post online

CRC report can be found here:

https://drive.google.com/open?id=0B_MsmJm_N5tIRmlzeThVN3NPWDR1SmNxc3BBM1V6M2JmUldV

5.0	<u>New Business Item</u>	<u>Discussion/Actions</u>
5.1	<ul style="list-style-type: none"> ● Rae: Intro – overview of the process for ● Nicole: submitting changes, and minutes, director report by exemption. Meeting agenda items, etc will send the info out prior to the meeting. ● Hall Rentals – board members 1 free hall rental per year – coordinate with Molly and check the calendar. Your responsibility to keep and leave it clean like you found it ● Committees; are started and are required to update the board with info. Fundraising goes through the CL bank account and approval 	
5.2	<ul style="list-style-type: none"> ● 101 corridor study ● Workshop on June 21st at Forest Heights School at 6-8:15 looking for input and support ● Can we provide money or baby sitters for watching kids? ● <i>Angela motions to provide funding of \$300 and coordinate babysitting for this event. Nicole seconded; All approved – nobody opposed</i> ● Pop up events during the summer to promote it. Online surveys. ● This is very community driven and Ottwell is very interested also. ● Jane’s Walk Event this weekend. Starts at the site of new library. ● Kent from Legend’s is the president of 101 Ave business association – ● 101 Street Shopping Centre redevelopment is underway. ● In 1997, a 200 page plan for Communities in our surrounding areas but we were exempt and not sure why. Same issues were raised. 	

5.3	<ul style="list-style-type: none"> Andrew – Camping trip – we have 10 families committed and paid, quite a few more with verbal approvals and should be on track to fill all the spots. Deposit has been made and receipts will be submitted. Date is July 21-24 and it is to be held, Carson Pegasus Prov Park. 	
5.4	<ul style="list-style-type: none"> Sept fun day Capilano fun day is open to us again. They are looking for volunteers and funding. On and around community league day, the date is Sept 24th. Location to be determined. They have asked us to host in 2017. Last year we paid \$137 due to corporate funding (we have to commit to \$400). Rae Motions for \$400 for community fun day - Molly seconds, nobody opposed. We should look at doing a membership drive here in our community to connect again and sell memberships. Harvest Fest is typically our event. May want to look at a bigger Halloween event. 	
5.5	<ul style="list-style-type: none"> Bulletin Board Board decided that we need another bulletin board outside behind the door. And a larger one at the front door. Repurpose the one at the front door for the community garden. Rae Motions for \$500 for two boards - Kelly seconds, nobody opposed. 	

6.0	<u>Ongoing Items</u>	<u>Discussion/Actions</u>
6.1	<p>CRC Report- Lynn</p> <ul style="list-style-type: none"> ● Garden; rain garden low impact development on the side of the building. But doesn't look like it would work for funding due to the location. ● There is a new person in charge of garden, the concept approval should be coming shortly, will need a partners in parks agreement in place and Lynn will get in touch with someone to get that taken care of. Has to be in place before we can break ground. ● City has waived the block party fees waiving the \$100 fee ● Global Civic engagement opportunity, City of Edm is part of the 101 day projects. Make Something Edmonton website has lots of ideas. Register your ideas June 4th is the big day. With social media. ● Neighborhood community rec networks – happening city wide with CRC. Turn out for the networking group and events are growing. Would be great to see someone from FTHCL attend. 	
6.2	Community Garden:	

	<ul style="list-style-type: none"> ● Waiting on letter of approval for site, as there were some things that need to be completed still. ● Advertised the build day for end of May but need to be careful that we are ready ● Meeting on May 10th ● Fitness fundraiser on May 7, \$5 /class – child friendly. ● \$2700 currently raised, and a grant application submitted for between \$5,000- 7,500. The grant won't be awarded til July and it is very probable that it will be awarded. <p><i>Chris motions that the community league donating to the garden committee \$5,000 to get started on the project. Anna seconds. Nobody opposes.</i></p>	
6.3	<p>Volunteer Appreciation: Yvonne</p> <p>76+ volunteers to invite. Evites to go out – May 28 at Schank's. Proposed Agenda 5:30 cocktails; 6:30 buffet dinner; Mini Olympics 7:30p</p>	
6.4	<p>AGM Review - Yvonne</p> <p>Projectors are available for us to use through Lynn. Microphone needs to be tested.</p> <p>AGM starts at 6:30 – 8pm on June 7th.</p> <p>Proposed Agenda: Formal meeting, then presentations. Budget review, nominations. Overview of what's happening in the community?</p> <p>Free membership for volunteers, babysitting with some facilitation around the events in the community.</p>	
6.5	<p>Year-end audit report (Michelle)</p> <p>Audit completed and nothing to be concerned with. Please double check your budget info for accuracy before we move for approval at the AGM. Totals need to be updated on page 3.</p>	
6.6	<p>Michael G – Soccer Michael is leaving. 10 teams. This year playing at Terrace Heights for brand awareness. Some new jerseys purchased this year. New coaches, Ronan and Jeremy. We did all of the coach training at the hall for all the coaches over 3 nights. We received some top notch training from an international renowned soccer coach. Fees are going up significantly to cover the cost of field rentals. Survey going out to provide feedback, please respond. Tom is going to step down also. Several people are interested in taking over. Soccer is a big job and should be a committee rather than a director, as the people doing these daily jobs are happy to continue to stay on to help out. Thank you Michael for your dedication and contributions.</p>	
6.7	<p>Connie - Saturday May 21st is the SEV deadline</p>	
6.8	<p>Hall Maintenance: Door – Justin needs to call the contractor, took a long time and it is keyed to the wrong key and the weather stripping is missing off the bottom. Lock boxes need to be installed.</p>	

6.9	Volunteer Roles open – Soccer, Events, Newsletter Editor, Playgroups,. <i>Nicole Pasche has been nominated as volunteer coordinator unanimously; nobody opposed.</i>	
7.0	Brainstorming: Subcommittee for Hall reno’s to meet after this meeting is adjourned	

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. Develop document to track injuries, concerns, theft	Jeremy	Sept/15

Meeting adjourned : 8:49
Next Meeting Date: June 7, 2016