

HIGHLANDS COMMUNITY LEAGUE

Board Meeting

September 23, 2009

Minutes

1. Call to Order

Motion: Pieter moves to call to order the September 23, 2009 Highlands Community League meeting. Rhys seconds the motion. All approve.

The meeting was called to order at 7:00 PM.

Present: Pieter Spyker, Boyd England, Yvette Cioran, Rhys Bailey, Lianne Traynor, Christine Bremner, Michelle Bailey, Donna McGougan, Caroline Thomson

2. Approval of the Agenda

The agenda was adopted.

3. Approval of Minutes of Last Meeting

The minutes from the May meeting were not available. Adoption of the May minutes was deferred until the next meeting.

Action: Pieter to locate and/or put together minutes from May meeting to be presented at October meeting.

4. Business Arising from Minutes

There was no business arising from previous minutes.

5. Correspondence/Announcements

There was no correspondence or announcements to report.

6. Treasurer's Report

The updated Balance Sheet and Profit & Loss Statement are attached.

General Account Balance: \$86,847.50

Casino Account Balance: \$92,805.12

The funds from the casino are in. The balance is not being held in GICs. Permission has been granted for the Highlands Community League to hold on to the funds until 2015. The next casino will be held in 20 months. A statement has not been submitted to AGLC. We submitted material for their audit of our use of casino funds from our last casino.

The soccer income was less than 50% of the expenses. It is required that the next volunteer in this position have strong budgeting and book keeping skills.

Action: Christine to give a breakdown of soccer numbers to Rhys. Lianne to let Rhys know the number of checks still owing.

Only three people utilized the swim program. We are currently on a pay as you go program that offers entrance to any City of Edmonton Tier 3 facility.

The Community Garden was a large expense in comparison to the income due to the construction of the new fence. Construction expenses were covered by a Seed Grant provided by the City of Edmonton, which was received in the last financial year. The program is enjoyed by many in the community and will be continued next year.

EFCL Report

An MLA committee will examine aspects of the province's charitable gaming model and make recommendations on how to improve wait times and the pooling of proceeds from licensed casino events to eligible charitable groups. The committee will also review the number of volunteers a group needs to provide to conduct and manage charitable casino events. The public is welcome to complete a survey at www.aglc.gov.ab.ca.

Personal information of the current Executive Committee was obtained for Insurance and Casino records.

7. Director Reports

Facilities

Enquiries are being made into costs for closing doors with a keypad entry system as well as deck, roof and drainage solutions.

An Engineering survey of the current building will take place. The cost will be paid upfront by the Highlands Community League with 30% being reimbursed from a grant administered by the Edmonton Federation of Community Leagues (EFCL)

A facilities calendar is available at:

<http://www.highlandshappenings.blogspot.com/>

Social

We are looking forward to the October 3 Harvest Festival, which will feature salsa tasting and kids activities.

Motion: Caroline moves to make \$175 available for the Harvest Festival expenses. Christine seconds the motion. All approve.

Action: Caroline to work with Lianne to arrange volunteers for the Harvest Festival.

The Christmas event will be held on November 28 or December 5 depending on the availability of the United Church and Santa Claus.

Action: Caroline to provide a budget for the Christmas event at the October meeting.

Membership

24 memberships have been sold since the last meeting.

Memberships can currently be purchased through Donna, at Mandolin Book Store, through Sports Zone or online at the Edmonton Federation of Community Leagues (EFCL) website at <http://www.efcl.org/>. There is a \$3 charge for purchasing memberships online.

Action: Peiter to create and put up posters at Mount Royal and Virginia Parks schools.

It was agreed that member's email addresses be compiled to create a mail out list and that short email newsletter/updates can be sent out.

Action: Donna to submit a Membership article for the winter newsletter.

Pertinent information pertaining to the Highlands Community League such as past minutes, past newsletters, volunteer names and hours owing and member's email address can all be kept centrally on Google documents. Login and Password information can be obtained from Pieter Spyker or Boyd England.

Action: Pieter to request that Highlands Community League blog link be added to the current website.

Newsletter

Advertisers are billed by the calendar year, while our financial year runs from May 1 to April 30. Many of our advertisers pay in advance for the entire year, so the bulk of our newsletter revenue is received in the first quarter of the year -- which is reflected in the previous year's statement.

The Winter 09/10 Newsletter deadline is October 5, 2009.

Program Director

No Report

Sports

Corey Martell will not be continuing in the position of Soccer Director. Rhys will take over as the new Soccer Director with the assistance of Janet.

Rhys has requested that shorts and socks be bought outright by players and that jerseys will be provided and returned to the Community League.

There was little interest in indoor soccer this year. Kids that were interested were pointed to nearby community teams. An effort will be made to run U-8 and U-10 programs for next year.

Volunteer

24 families currently have volunteer hours owing from soccer's volunteer incentive program.

Action: Lianne and Michelle to work together to place volunteers within social events and general clean up.

Using volunteers to replace the carpet was discussed, but it was decided not to replace anything until renovations have been completed and a thorough cleaning occurred. The carpets and the chairs need a professional cleaning.

A volunteer clean up was also discussed. Cleaning products are available on account to the facilities director, the cleaning personnel and Christine Bremner.

A volunteer is also needed to update the signage on 112 Avenue.

A two-day day camp for kids was proposed over the winter holidays. Concerns were raised regarding liability, security and volunteers.

Action: Lianne to gather more information for day camp.

Lianne will not be continuing in the position of soccer registration and a new volunteer is required. Training another person as soon as possible for an easy turnover of duties in March was recommended.

Having volunteer's names, emails and hours owing on a spreadsheet on Google Docs was discussed and agreed upon. Login and Password information can be obtained from Pieter Spyker or Boyd England.

The Volunteer Party being held in February is going ahead. Bridges Catering is working on a quote for the event, but the venue and number of guests attending is needed before moving forward.

8. New Business

Additional Security

A fire extinguisher was used over the weekend with no responsible party coming forward. It is assumed that proper locking doors that close automatically will help combat vandalism within the building.

Future of Rentals

Rentals account for a small amount of income in comparison to the cost involved. The members were asked to put some thought into rentals and if they should be continued or halted.

Action: Board Members have been asked to email thoughts regarding rentals to Pieter to compile for a later discussion.

It was noted that it is not necessary to have rental facilities available to the general public. Options talked about include increasing the damage deposit, holding the damage deposit for police being called out, only renting to community league members and to a "No Alcohol" policy. It was agreed that the Rental Contract should be reviewed.

Action: Board Members to review Rental Contract.

9. Next Meeting

7:00 PM

Wednesday, October 25, 2009

Highlands Community League

10. Adjournment