

## Terwillegar Community League Board Meeting

**Date:** Tuesday, February 7, 2012

**Location:** Holy Trinity Church

**Present:** Jon Dewarle, James Richardson, Monte Weber, Lorrie Payne, Danielle Gordon, Mandy Jones, Charlene Bowman, Terri Saunders, Jennifer Ocloo, Matthew Parsons, Linda Bombardieri

**Regrets:** Michelle McWilliams

Item	Responsible
1. Call to Order: 8:01pm	
2. Approval of Agenda Move: Lorrie, Second: James	
3. Approval of Minutes of February 7, 2012 Move: Lorrie, Second: Jon	
4. Director Reports  i. President (Jon) <ul style="list-style-type: none"> <li>• Playhouse fundraiser – Lori Hudson’s neighbour is still interested in building a playhouse to raffle for a Park fundraiser.</li> <li>• Farmers Market community tent is available to us for 2 days if we wish. Dates are May 30 and Aug 22 from 4:30 to 7:30 – might consider selling raffle tickets during those days.</li> <li>• Spring is a good time to hold the raffle as then the winner will have most of summer to play.</li> <li>• Idea originated from Mandy, whose friend has set up their raffle full time at Walmart in the past. They have volunteers on site regularly. Walmart security helped monitor vandalism. Average \$30,000-\$40,000 (very fancy interior decorated houses)</li> <li>• Tickets can probably be sponsored or obtained at a reduced price though UPS</li> <li>• Lorrie’s neighbor is donating time and materials (no cost to us) - need to determine whether we’ll have it built before raffling, or build on-site in winners back yard? Can we do a virtual design? Lori H is taking the lead so she will meet with her neighbor and discuss the options. Magrath was considering borrowing a truck and trailer for transport.</li> <li>• We need to ensure the builder is properly recognized for his contribution.</li> <li>• Need a lottery license to proceed</li> </ul>	<b>Lori / Jennifer</b>

- Linda to check if we can place the playhouse on a community park site for viewing/ticket sales, or possibly inside the Terwillegar Rec. Center.

ii. Vice President (James)

- Draft bylaw revisions are close to completion. Before April's Board meeting James will send out for review. They are more detailed and cover off a lot of pieces that are missing in the current bylaws. We will then need our members to vote at a special meeting or at the AGM in Oct.

iii. Treasurer (Monte)

- CFEP denied Magrath park application for the reason that NPDP was not in place. They can reapply next quarter, however to get NPDP in place we need to commit available funds to cover the possibility that CFEP is again denied by April 1 - i.e. we need to say we can build without CFEP for City buy in.
- Monte reviewed available funds. The impact of using funds to cover CFEP shortage is it will drain much of the casino funds, which will push South Terwillegar to 2014. However, if we don't choose to use available funds to cover the possibility of CFEP denial, all the parks will be pushed back a year anyway. There will be no impact on programs or other budgeted expenses.
- We want these assets in our community, we know our focus is parks, we know the order of the parks. It seems like we should move forward with building parks with the funds that we have available.
- Magrath has revised their plan (decreased number of paths, smaller shelter, decreased landscaping and benches/table, no fence) to bring their costs down

**Motion: Be it moved that TCL uses the funds accessible - TSNAP surplus held in trust with the City of Edmonton and by TCL, Casino money, and any operational funds necessary up to the 15% as approved in the budget - to move forward with the Magrath Park build.**

**Move: Charlene, Second: James, Motion passed 8 for, 0 against, 1 abstain**

- Monte to confirm with City of Edmonton that funds are available to move forward.
- Second Sign (planned for South Terwillegar Park) – Kerri has been leading the project but can't get a hold of the builder. Total cost of the second sign is approximately \$20,000. Discussed options of moving forward with building the sign with an unresponsive contractor or revisit location, design, and contractor at a later date?

**Motion: Be it moved that TCL engages a lawyer to communicate with the sign contractor our desire to get out of the sign contract, and have our down payment refunded.**

**Move: James, Second: Jon, Motion passed**

**Linda**

**James**

**Monte**

<ul style="list-style-type: none"> <li>• James to contact a Lawyer and connect with Kerri to obtain more details.</li> <li>• Summer Temporary Employment Program (STEP) – We will have 1 green shack for spring, and 1 for summer. Possibility of having green shack at Tomlinson in the spring, and at the school in the summer. Linda to check if that is an option. Monte to confirm and book.</li> </ul>	<p><b>James</b></p> <p><b>Linda Monte</b></p>
<p>iv. Secretary (Danielle)</p> <ul style="list-style-type: none"> <li>• Introduced draft TCL Volunteer Strategy. All board members are encouraged to go to <a href="http://www.tclvolunteers.blogspot.com">www.tclvolunteers.blogspot.com</a> to brainstorm ideas and leave comments on draft plan.</li> <li>• Volunteer appreciation – we need to ensure our volunteers are recognized according to their efforts. Linda suggested that the city has good neighbour thank-you cards. We could also encourage school kids to get involved in making thank you for volunteering cards.</li> </ul>	<p><b>ALL</b></p>
<p>v. Memberships (Lorrie)</p> <ul style="list-style-type: none"> <li>• Lorrie will send application to accept community league table dates of May 30 and Aug 22 at the Farmers Market. Lorrie can do her membership drive during these dates. Might include the playhouse raffle as well.</li> </ul>	<p><b>Lorrie</b></p>
<p>vi. Communications (Mandy)</p> <ul style="list-style-type: none"> <li>• E-mail Mandy if you requiring posting on the sign.</li> <li>• Face book – currently letting everyone post if it’s appropriate including day homes and preschools, as this appears to be the current focus of our community.</li> <li>• Using the website to link to preschools etc. as long as its community focused.</li> <li>• Handed out draft copy of the communications policy (electronic copy is being distributed to board members with these minutes). All board members are encouraged to provide feedback to Mandy.</li> <li>• Swim times – there are still many concerned members, they are being told to contact 311. Monte will review options with the city to increase capacity.</li> </ul>	<p><b>ALL</b></p> <p><b>Monte</b></p>
<p>vii. Community Advocate (Charlene)</p> <ul style="list-style-type: none"> <li>• Concerns of increased crime in Riverbend. Mandy will look into adding a link to the EPS site from our website (just a link, not the information)</li> <li>• Need representatives from the rest of our neighbourhoods - currently only Terwillegar Towne is represented at TRAC.</li> </ul>	<p><b>Mandy</b></p>

viii. Newspaper Editor (Terri)

- Claire has stepped down as Editor. Terri will be able to help with the next issue, but we need to find a replacement soon.
- Reviewed possible Rate changes for ads. We are close to the GST threshold, so we need to consider that increase may just go towards paying GST. Terri to send copies of pricing examples to Mandy
- Terri suggests reviewing options for handling the workload – for example splitting advertising and newsletter compilation, or looking into talking to the High school, NAIT, Grant McEwan, etc...
- Raggtimes editor is also stepping down, suggested combining resources (2 papers, or 1 paper with 2 separate sections.)
- Jon, James, and Mandy to review options.

**Terri**

ix. Community Garden (Matt )

- Planning registration meeting March 31, 1-4pm at Holy Trinity Church. Currently advertised on sign and on website.
- Made contact with Monsignor William Irwin regarding partnership to continue after school gardening club again. Garden is considering having activities included for them.
- Still planning cookbook fundraisers – contributors will bring recipes to March 31 meeting. Will be in touch with TCL to include cookbook sales at farmers market during our community league table times.
- Gardens is moving forward with acting as a subcommittee of TCL
- Linda is looking into the question of who owns the land. The park site belongs to the city with an area set aside for a licensed area. Boundaries have not been determined. Linda to look into proceeding with boundary determination, and clarification of differences between licensed vs. city owned.

**Linda**

x. Fundraising - Michelle

- Park Updates:
  - City does not suggest phasing in the spray park after the playground due to the underground work required for the spray park.
  - City will pay for the water line to the future building site
  - Concept plan and design needs to be finalized before moving on to the next design phase.
- Fundraising Activities:
  - Money is still coming in from the Wine and Cheese Silent Auction. It was a very successful event
  - I'm too big for it sale – April 14<sup>th</sup> at Esther Starkman. Tables are sold out. Will use the new tables that Michelle purchased. If ready, we could possibly advertize the playhouse fundraiser at the sale.
  - South Terwillegar Door to door will start up again soon. Volunteers are needed.

<ul style="list-style-type: none"> <li>▪ Planning summer event (ie toonie carnival) in August</li> </ul>	
<p>5. City of Edmonton CRC (Linda)</p> <ul style="list-style-type: none"> <li>• See March 2012 CRC report (distributed with these minutes)</li> <li>• Linda to contact the schools to proceed with booking the bike Safety program.</li> <li>• Mandy to send list of planned events to Linda (toonie carnival, event at Magrath Park, Harvest Fest etc) including the approximate timing, and whether we will require picnic tables, garbage cans etc. All who are planning an event need to communicate their plans to Mandy.</li> <li>• Community League Operating Grant Application is due April 1, 2012. Monte to investigate.</li> <li>• Suggestion to run indoor programs in the church</li> </ul>	
<p>6. Other</p> <ul style="list-style-type: none"> <li>• Stephanie will be speaking on behalf of the TSNAP park project on May 9, 2012 at Monsignor William Irwin School regarding the NPDP process.</li> </ul>	
<p>Meeting Adjourned: 10:13pm  Next meeting Tuesday April 17, 2012  James is hosting.</p>	<p><b>James</b></p>