

Terwillegar Community League Executive Meeting

Date: September 6, 2011

Location: Holy Trinity Church

Present: : Jon Dewarle, Monte Weber, Danielle Gordon, Lorrie Payne, Jon Connell, Areni Kelleppan, Michelle McWilliams, Terri Saunders, Mandy Jones, Stephanie Gillis-Paulgaard, Jennifer Ocloo, Kelly Jeffrey, Linda Bombardieri

Item	Responsible
1. Call to Order: 7:41 pm	
2. Approval of Agenda - Move: Mandy, Second: Michelle	
3. Approval of Minutes for June 7, 2011 - Move: Lorrie, Second: Michelle	
<p>4. City of Edmonton (Linda)</p> <p>4.1 Spring Shack and summer playground program</p> <ul style="list-style-type: none"> • Stats not available yet, however they were busy and all seemed to go well. • Summer Payroll Workshops will be held for those who need assistance in completing the final claim forms required for the summer staff on Canada Summer Job Grant (CSJ) & Student Temporary Employment Program (STEP). To register: e-mail NCDEastEvents@edmonton.ca <p>4.2 Operating Grant</p> <ul style="list-style-type: none"> • Application must be submitted to Linda by Monday, October 31, 2011. Encouraged to submit earlier than the deadline if possible. <p>4.3 Programming</p> <ul style="list-style-type: none"> • No programs planned for the remainder of this year. • Linda still has \$300 that the community can use for an event. • Will be hosting a Programmers Workshop later in September and working with Jon to develop an annual program plan. <p>4.4 Parks Projects</p> <ul style="list-style-type: none"> • T-SNAP playground scheduled to be completed Oct 7. Committee needs to start working with Linda to plan the Grand Opening Celebration • South Terwillegar – need to meet to start working on NPDP grant application which is due October 1. <p>4.5 Living Local: Neighbourhood art and heritage pilot project grants</p> <ul style="list-style-type: none"> • The Edmonton Heritage Council, Edmonton Arts Council and Edmonton Federation of Community Leagues want to connect people 	<p>Monte</p> <p>Monte</p> <p>Jon</p> <p>Stephanie</p> <p>Danielle / Mandy</p>

<p>and their neighbourhoods through arts and heritage.</p> <ul style="list-style-type: none"> • Project funding to a maximum of \$20,000 is available for qualifying projects. The application deadline is Nov. 18. • Funded projects must be completed June 30, 2012. • For more details, attend an information session on Sept. 26 at Riverdale Community League Hall, 9231 - 100 Avenue, from 7 to 9 p.m. <p>4.6 Free admission day</p> <ul style="list-style-type: none"> • Sunday, September 25, 2011 – 10:00 am – 6:00 pm T • The City of Edmonton Community Facility Services Branch, in partnership with the four YMCA's, will host the annual "Free Admission Day". This event creates a unique opportunity to showcase the diverse recreation facilities, programs and services. <p>4.7 Skate Tags</p> <ul style="list-style-type: none"> • Lorrie to inquire if skate tags are required to use Tennis Courts 	<p>Lorrie</p>
<p>5. Director Reports</p> <p>5.1 President (Jon)</p> <ul style="list-style-type: none"> • Traffic Concerns – Many complaints regarding narrow roads in winter. Jon to inquire with City about possibility of seasonal no parking signs to alleviate issue. If anyone is interested in heading a Traffic Committee they are encouraged to step forward. • Liquor Store – many community members are upset by plans to build a liquor store near Macs • E-mails regarding door to door membership drives. See 5.5 for upcoming membership events. Memberships are also available on-line. • Outdoor pools – there have been questions as to why Riverbend has outdoor pool access and Terwillegar does not. It was decided that the cost of outdoor pool access was too high. • Swim Times at TCRC – 4 leagues dropped out this fall which will hopefully alleviate crowded swim times. • AGM Details – Thursday October 20, 2011 at 7:30. <ul style="list-style-type: none"> i. Bylaw amendments – increase threshold from \$1000 (amount we can spend without asking CL members ii. E-mail Monte our budgets for the next year (fundraising, memberships, programs, parks, etc...) iii. Do we need to add a park coordinator? Michelle will take on this role. Park groups will now include Michelle in all meetings and pass ideas and decisions through her. All park decisions with the City need the approval of an executive member of TCL. iv. Need a slide showing current structure, and to clarify current board member roles. v. Website – new community member does web design and wants to get involved. Split the communications 2 ways and bring her in at 	<p>Jon D.</p> <p>ALL</p>

<p>board level as a ‘Communications Aide’. If she is here at the meetings she will be getting the info first hand. Areni suggested it may be a good idea to switch to wordpress which is a lot easier to work with and update. If we keep it as a member at large position it may be easier to manage in the future. Mandy will find out her realistic timeline etc... If nothing is happening by, for ex by Christmas we can look at hiring someone.</p> <p>vi. Danielle will do powerpoint presentation and handouts for the AGM. All members need to send the information they plan on presenting to Danielle.</p>	<p>Mandy</p> <p>Danielle</p> <p>ALL</p>
<p>5.2 Vice President (Richard) – Absent</p>	
<p>5.3 Treasurer (Monte)</p> <ul style="list-style-type: none"> • First payment has been made on TSNAP playground. • Need to use existing casino \$. Monte is working to use it for existing and upcoming programs. • Review of City budget for park projects • Park Fundraising events – need to pick the ones that were successful and concentrate on making them yearly events. May be a good idea to limit ourselves to 1 event every 2 months or so to avoid burn out of volunteers and resources. 	
<p>5.4 Secretary (Danielle)</p> <ul style="list-style-type: none"> • Volunteer dinner - Usually right before AGM and catered. Michelle will work on organizing with help from Terri and others. All members need to get names and contact information of their volunteers to Michelle by next Tuesday, September 13th • TCL board contact list was passed around for members to update. 	<p>Michelle</p> <p>ALL</p> <p>Deadline - Sept 13</p>
<p>5.5 Memberships (Lorrie)</p> <ul style="list-style-type: none"> • All memberships expired Aug 31, 2011 • Past Membership drives at Toonie Carnival and preschool registrations were very successful. • Upcoming membership drives: Sept 7 and 13 at Riverbend for soccer registration, Sept 17 at Harry Ainley for basketball registration, Sept 18 at Magrath Park for Music in the Park 	
<p>5.6 Communications (Mandy)</p> <ul style="list-style-type: none"> • Sending out Mass e-mail on Friday Sept. 9. All members to send any info they want included to her ASAP. • Concern with Mass e-mail - many bounce back, need a better system. Monte - we have a hosting system, and Monte will have someone contact Mandy. • If anyone has something in particular they want to see on the website contact Mandy and she will attempt to update it herself. 	<p>ALL</p> <p>Deadline – ASAP</p> <p>Monte</p>

5.7 Fundraising

- Casino - went over well with no hitches. Will know how much it earned on 2nd to 3rd week of Oct. Have been assigned new casino in fall 2013.
- I'm too big for it sale - this Saturday at Esther Starkman. Set-up night before. Parks will have table to sell pop, chips, etc... Sale is sold out - 42 tables. Posters done by UPS. Esther Starkman laminated for free.
- Now have 7 large sandwich boards. Those who wish to use the sandwich boards need to coordinate with Michelle.
- Do we have an asset list? This is something we need to put together so we know what is available to us.
- Should we look into storage space so all our assets are in one central location? May have the chance to use storage at the new TCC church opening next year.

5.8 Programming (Jon C. and Areni)

- Canada Day - great turnout. Low cost due to lots of donations. Next year we need more Canada flags as they were very popular with the kids.
- 2 green shacks - spring and summer. Both went well. Nobody has heard about any problems.
- Next event Oct 31 Halloween fireworks at Tomlinson. Next year may look at having the fireworks near the schools.
- Dec 19th at 6:30 judging for the best lights. Need volunteers to help judge, then drinks after!

5.9 Liaison Officer (Glen) – Absent

- TRAC meeting Wednesday, Sept 14th 7:00pm at Lillian Osborn

5.10 Newsletter Editor (Terri)

- 6800 houses receiving the paper. Thank you to Mandy for helping with the paper at the last minute.
- Congratulations on Terri's 3 year anniversary with the paper.
- Not a lot of extra papers this time - some at library and coffee shops etc...

5.11 Community Gardens - Absent

6. Park Updates

- TSNAP school park construction scheduled for completion October 7.
- Magrath currently in contact with CFEP and City of Edmonton regarding grant applications.
- South Terwillegar Park is considering starting their door to door, but may wait until spring and look at other options now, such as a donation

<p>request insert in the next newsletter.</p> <ul style="list-style-type: none"> • Mactaggart Park has received their Concept Plan from the City of Edmonton • Tips from TSNAP - Donation monuments- organize what is going to be on it now to avoid need to track people down later on. • Budgets now need to be signed off by TCL. TCL executive member will sign all the legal documents from now on. • Donation cheques should be made out to the City of Edmonton but handed in through Monte so he can keep track of the cash flow. 	
<p>7. Other</p> <ul style="list-style-type: none"> • Request from TTRA to advertise their AGM on our sign. Approved by general consensus provided it does not interfere with our AGM advertisement. 	
<p>8. Meeting Adjourned: 10:11pm</p> <p>Next meeting is on October 4, 2011 at 7:30, Holy Trinity Church.</p> <p>Mandy is hosting.</p>	<p>Mandy</p>