

## 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, Michelle McWilliams, Charlene Bowman, Terri Saunders, Claire Schneider, Matthew Parsons, Kim Rost

**Regrets:** Kelly Jeffrey, Kayla McCarthy, Jennifer Ocloo

| Item   | Responsible  |
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| 1. Call to Order: 7:33pm   |  |
| 2. Approval of Agenda<br>Move: Lorrie, Second: Michelle  |  |
| 3. Approval of Minutes of January 12, 2012<br>Move: Jon, Second: Lorrie  |  |
| 4. City of Edmonton CRC (Linda)<br>• Absent  |  |
| 5. Director Reports<br><br>i. <b>President</b> (Jon)<br>• Jim Graves (NDP – Whitemud candidate) contacted Jon to inquire if anyone from the community was interested in volunteering or supporting the campaign – Mandy to post on facebook to see if there's interest<br>• Operation clean sweep (federal initiative) – need to decide if we want to take part. Similar to capital city cleanup. To be decided<br>• Lillian Osborne silent auction on March 19, 2012 to raise money for first graduating class legacy gift. Discussion as to how we can show our support.<br><b>Be it moved that we purchase a \$100 gift basket to donate to Lillian Osborne's March 19, 2012 Silent Auction.</b><br><b>Move: James, Second: Lorrie, Motion passed</b><br>• Michelle to purchase basket.<br><br>ii. <b>Vice President</b> (James)<br>• Nothing to report | <p style="text-align: center;"><b>Mandy</b></p> <p style="text-align: center;"><b>Michelle</b></p> |

iii. **Treasurer** (Monte)

- Received \$2,000 STEP grant.
- Waiting on reply for CSJ grant.
- TSNAP final billing is complete.

iv. **Secretary** (Danielle)

- Circulated contact list for new members to update

v. **Memberships** (Lorrie)

- Membership Drive – Sun, Feb 26, 1-5 - Volunteers are appreciated.  
Let Lorrie know if you have anything you would like to display at the table. Mandy to send park development information.
- Soccer registration - Lorrie is still looking for a volunteer for the 11-12 shift on Sat, Feb 11.

vi. **Communications** (Mandy)

- There have been multiple concerns about coyotes in the area. Link to city's brochure on coyotes has been posted.
- Currently advertising silent auction and family day event
- Reminder to contact Mandy if you have anything you would like posted on the sign.

vii. **Fundraising** - Michelle

- Park Updates:
  - Jennifer called CFEP and was told there is a delay in processing applications. Should find out via letter in late Feb. or March.
  - South Terwillegar has not heard from City regarding budget (have put in request to meet however they are currently busy with 2012 builds). Will continue to work with the City to gain better understanding of funding (cost), timelines, equipment suppliers, etc. Still require feedback on concept plan to obtain required 10%. Available on-line to fill out. Will also be available at Silent Auction.
  - Mactaggart has no update
- Fundraising Activities:
  - Corporate fundraisers:
    - Original Joes – Jan –April, 2012. \$0.50 from every pint of Grasshopper goes to TCL Parks
    - Simply Supper – Waiting reply from owner
    - Famoso's Pizzeria - \$1 from every desert in summer again (successful last summer)
    - Other possibilities – Fabulous Furballs, Infinite Fitness, Macs
  - TCL I'm too big for it sale – Sat. April 14 at Esther Starkman, 10am-1pm. Currently have 27 of 40 tables sold.

**Mandy**

**volunteers  
required**

- **Silent Auction:**
  - Sat March 10 at Riverbend Community Hall from 5pm-9pm (auction closes at 8pm).
  - Save-on-foods is donating the cheese.
  - Currently looking at Liquor Depot, Vines, or Glassy Liquor for wine donation/discount.
  - Riverbend Community League special pricing for hall through their community partners program - \$250 for one main hall rental and 4 meeting room rentals through the year.
  - Volunteers and support is needed to obtain donations, help at event, advertising, etc.
  - Will look at approaching community leagues to see if they would like to donate.
  - Feb 24th is the deadline for donations. We have a letter to bring to businesses - need to coordinate with Mandy or Michelle to help obtain donations.
  - Once the poster is complete it will be sent out for everyone to help with advertising (facebook, businesses, mailboxes, etc.)
  - James to send out poster to other CL's to help with advertising
  - Terri suggested sending out invite to donate to the advertisers in the tribune. Terri to send e-mail with letter as an attachment and brief details in body.
  - Mandy to send out final version of letter again.
- TRAC: Michelle e-mailed Rob Agostinis to inquire about TCL involvement in TRAC 10K on May 27, 2012 or next one in 2013.
- 2013 Casino – will now be in either July or August (Q3), but on the waiting list for a Q1/Q2 spot.
- Discussion regarding purchase of tables

**Be it moved that we purchase 10 tables for use at events and fundraisers.**

**Move: Michelle, Second: James, Motion Passed**

- Michelle to purchase tables

viii. **Programming** (Kayla,)

- Absent, Jon on behalf
- Still in need of volunteers for the family day event.
- July 1st will need new programming person as Kayla is moving.

ix. **Community Advocate** (Charlene)

- In touch with president of TRAC and will follow up to ensure date is correct for Charlene to attend meeting.
- Received e-mails regarding icy sidewalks by main park. Area is not shovelled. Community members are encouraged to call 311 with

**Volunteers required**

**James**

**Terri**

**Mandy**

**Michelle**

**Volunteers required**

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| <p>city complaints.</p> <ul style="list-style-type: none"> <li>• Inquiry as to rates for ads in the tribune. Claire to follow up</li> </ul> <p>x. <b>Newspaper Editor</b> (Terri/Claire)</p> <ul style="list-style-type: none"> <li>• Welcome Claire to the position.</li> <li>• Mandy - need a backup person for the position. James suggests putting together a master copy of the necessary steps. Claire and Terri to put together notes.</li> <li>• Terri presented with parting gift. Terri will be greatly missed and we hope she continues to be involved.</li> <li>• Suggested changes for Tribune: <ul style="list-style-type: none"> <li>▪ increase in ad rates and inserts</li> <li>▪ colour ads and pictures</li> <li>▪ print 500 more copies to give extras to leave at businesses</li> <li>▪ start requiring payment before their ad goes to print. Need to consider we have no place to drop off cheque - just snail mail</li> <li>▪ computer program - only 2 licenses. Claire will get one, need to decide who will have the other (should be knowledgeable backup person)</li> <li>▪ Terri/Claire to discuss and bring back recommendations (include cost/revenue figures)</li> </ul> </li> </ul> <p>xi. <b>Community Garden</b> (Matt / Kim)</p> <ul style="list-style-type: none"> <li>• Gardens is looking to develop the gardens into a more permanent asset in our community. Submitted parks request form and need a name from the league to show support and submit with the city. Will likely stage the development.</li> <li>• \$20,000 is needed. Looking at cookbook fundraiser. Consider 500 cookbooks - expect \$3,500 revenue. Will be discussed at next Garden meeting.</li> <li>• Kim to confirm with city which Grants/Programs are available</li> <li>• Need to confirm with city who owns the land, and what the ultimate plan for the layout of the land is.</li> <li>• Suggestion that Prairie Gardens mushrooms has free compost available.</li> <li>• TCL can help with communications - ie website, signs, tribune etc.. Gardens to contact Mandy when required.</li> <li>• Need to clarify structure of Gardens under the League - Gardens is a subcommittee of the TCL. Will be clarified further during review of TCL bylaws. Need to ensure TCL is aware of activities and proper signing authority is followed for liability purposes.</li> <li>• In the past have looked into the possibility of partnering with the church. It has been discussed previously, and Gardens is still open to the possibility if it comes up again.</li> </ul> | <p><b>Claire</b></p> <p><b>Claire/Terri</b></p> <p><b>Claire/Terri</b></p> |
| <p>6. <b>Other</b></p> <ul style="list-style-type: none"> <li>• Would be nice to have backup for all positions.</li> </ul>  |  |

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|---|------------------------------------|
| <ul style="list-style-type: none"><li>• Meeting dates - Linda has a conflict with the 2nd Tuesday, Danielle to check with her for 3rd Tuesday.</li><li>• Issues with pool closures (indoor playground now closed on Sun, lineups for free swim times etc..). Options are limited as these times are dictated by the City.</li></ul> | <b>Danielle</b>                    |
| Meeting Adjourned: 9:14pm<br>Next meeting date to be decided. (Danielle to inform)<br>Jennifer is hosting.  | <b>Danielle</b><br><b>Jennifer</b> |