

Terwillegar Community League
Board Meeting, November 20, 2012

Present:

James Richardson, Laurie Ann Wheeler, Kelly Jeffrey, Jon Dewarle, Scott Riddel, Dan Reid, Stuart Riesen, Marc Lachance, Michelle McWilliams, Lorrie Payne, Charlene Bowman, Terri Saunders, Danielle Gordon, Mandy Jones, Jennifer Dalle-Ore

	Item	Action
	7:18 Call meeting to order	
1	Approval of agenda Moved: Michelle, Second: Lorrie Carried	
2	<p>Introductions & Meeting Expectations & Thank You</p> <ul style="list-style-type: none"> • Introductions around the table • If they have not already received it, new board members can expect a binder with information pertaining to their board position by or at the Dec 19 meeting • Board meetings will have structured agendas, the goal being to start and end on time • Meetings will be based upon written reports. Each member with a key piece will submit a report. At the end of each report please highlight areas for discussion required at the board meeting, as we will attend to these items. Reports need to be submitted to James 7 days prior to the meeting. • Everyone will receive a meeting package 5 days prior to the meeting. <p>✓ Directors who have activities or initiatives please prepare a budget for the upcoming board meeting. This sub-budget analysis will be a major part of the December board meeting.</p> <ul style="list-style-type: none"> • Thank you to Jon, Danielle and Lorrie for their valued contributions. 	<p>All board members</p> <p>Written reports due to President no later than Dec 12, 2012 for Dec 19 meeting</p> <p>All board members who have activities or initiatives requiring a budget</p>
3	Approval of the September 25, 2012 board minutes	

	<p>Motion to accept the September 25/12 TCL board meeting minutes Moved: Michelle, Second: Jennifer Carried</p>	
4	<p>Approval of the October 16, 2012 board minutes</p> <p>Motion to accept the October 16/12 TCL board meeting minutes Moved: Kelly, Second: Stuart Carried</p>	
5	<p>President's Report (James)</p> <ul style="list-style-type: none"> • By December we should have the Executive Director/Editor position staffed. Will provide an update at the next meeting • Bylaws Committee Update (James & Monte): The TCL bylaws should be put to a lawyer for review <p>NOTE: Using monies from 2012-13 budget to cover legal fees to have the bylaws reviewed by a lawyer.</p> <ul style="list-style-type: none"> • The Terwillegar Community Church (TCC) has space available in their basement for long term/seasonal storage. There is other space available with access into the parking lot. Some type of office space is still possible and could be further discussed as appropriate. When the Executive Director is hired we can look at having a more central place. 	<p>Bylaws Committee to hire a lawyer</p>
6	<p>Treasurer's Report</p> <p>Treasurer not in attendance.</p>	
7	<p>Program Director – Holiday Lights Competition (Marc)</p> <ul style="list-style-type: none"> • Contest to award the best decorated homes in the 5 neighborhoods of the TCL. • Prizes: One winning house from each neighbourhood will receive a \$25 gift basket; the grand prize winner will receive a \$100 Ric's Grill gift certificate. 	

	<ul style="list-style-type: none"> • Will be using neighbourhood signs to advertise • Marc will circulate information via email to the board • Suggestion for next year: Have the pictures posted prior to Christmas so families can see the lights prior to Christmas <p>NOTE: Competition date - December 19, 2012 and using the budget of \$200</p>	<p>Marc to connect with Stephanie (Comms Dir.)</p> <p>Marc</p>
8	<p>Editor's Report (Mandy)</p> <ul style="list-style-type: none"> • Tribune: <ul style="list-style-type: none"> ○ Next submission has a firm deadline of January 9, 2013 as we do not know who the editor will be at this point ○ The paper went to the printer on time; it went to Canada Post late. It should be sent out today ○ Colouring contest – December 1, 2012. ○ The boot camp fundraiser was accidentally missed in the Tribune. It will be held on November 27, 2012. Will be using the community signs to advertise the event 	
9	<p>Fundraising Report (Michelle/Stuart)</p> <ul style="list-style-type: none"> • Michelle and Stuart met to discuss and organize the upcoming silent auction • Stuart will investigate some new potential fundraising ideas for the summer. If these options are viable he will report back to the board on these items. 	
10	<p>Meeting adjourned 7:52 PM</p> <p>Board meetings will not be held on the same evening every month due to schedule conflicts for board members.</p> <p>Next meeting: Wednesday December 19., 2012 Time: 7:30 PM</p>	