

Bellevue Community League

*DRAFT Minutes: Meeting of the Board of Directors, October 20, 2015 - 7:00pm;
Pending board approval at November meeting*

In attendance: Brian Finley, Jeff Nachtigall, Ed Boraas, Dave Cournoyer, Geoff Lilge, Ericka Chemko, Jo Nuthack, Judy Nuthack, Kerry Heise, Shannon Murray

Regrets: Janice Fleming, Erin Armstrong, Kyla Fisher, Darryl Szafranski

1. Call to order
 - Meeting called to order by Brian Finley at 7:04pm
2. Approval of agenda
 - M/S/C Brian/Ed
3. Approval of minutes of previous meeting
 - M/S/C Jeff/Jo
4. Community stakeholder reports
 - a. Community Recreation Coordinator (Shannon Murray)
 - Civic Events will be reaching out to the community to discuss events in Borden Park.
 - Union Events would like to finalize their location for Sonic Boom 2016 by November of this year.
 - “Make Something Edmonton” would like to encourage us to add projects/events to their website at <http://www.makesomethingedmonton.ca>
 - Highlands suggested having a joint meeting in November
 - Shannon will be on holiday Nov 9 through 24
 - ~~b. Northlands (Darryl Szafranski)~~
 - ~~c. DEGSA (Beth Rochler)~~
 - d. Northstars Athletic Club (Kerry Heise)
 - Team meetings overlapped with RV wars, but were able to resolve with Darryl’s help (thanks!)
 - Northstars will be addressing a plumbing issue and bringing the bill for repayment
 - Kerry requested permission to spray insecticide around the exterior perimeter. There were no objections from the board.
 - ~~e. Abundant Communities Initiative (Elizabeth Metcalfe)~~
5. Directors’ reports
 - a. President (Brian Finley)
 - A number of activities since last meeting: Sonic Boom, Community League Day

- Financial audit completed; finance committee met
- Year's Eastglen swim has been paid for
- Brian spoke briefly regarding the two vacancies
- Still waiting for updates from EPS; were expecting to hear in June/July but haven't heard from them nor had a response to inquiries. Brian will follow up with Shannon.

b. Treasurer (Jo Nuthack)

- Jo distributed the monthly and quarterly financial reports (on file)
- Jo distributed suggestion financial procedures and an example expense report (on file)
- Jo suggested that the directors review the suggested procedures, with the intention to approve (and/or revise) them at the next board meeting
- The directors felt that the suggestions could be considered at this meeting. The general sentiment was that the procedures were clear, not controversial, and a welcome step forward.
- M/S/C Jo/Brian that the suggested financial procedures be adopted.
 - Kerry mentioned that Northstars have a merchant terminal that could be used for accepting deposits electronically.
 - Geoff suggested that we may wish to pursue a Square account for that purpose.
- Jo has received rent payments from Northstars.
- Jo related that Neil suggested that we should review the hall rental rates for members.
- Jo verified that our revised fiscal year is appropriately noted in Service Alberta's files.
- Jo would like to see a 2016 budget developed in advance of the new calendar year, in a format suitable for presentation at the Annual General Meeting.
- Ericka volunteered to send out a template for income/expenses related to events, to help directors plan.

c. Communications Director (Jeff Nachtigall)

- September Pub Night recap
 - About 50 people at the third pub night

- Net revenue was approximately \$466 over the first three pub nights
 - The next pub night is scheduled for November 20. There is an Oilers game that evening; Geoff was wondering if it would be good/bad/neutral to host an Oilers game pub night on the same evening that a home game is held. Other directors seemed to feel it would be a good idea.
- ii. Highlands/Bellevue Highlights
- The September issue has not yet been produced due to some volunteer capacity issues. In its place, a December issue will be produced, but Highlands is not willing to commit to any Highlights production beyond May 2016.
 - Jeff noted that Bellevue and Highlands will be working to coordinate their communications and social media.
 - Jeff's counterpart in Highlands is Barb Martowski.
- d. ~~Past President (Janice Fleming)~~
- i. ~~Community League Day recap~~
- e. Facilities Director (Geoff Lilge)
- Geoff will be getting quotes to replace the damaged glass window near the front door, as well as a window frame upstairs in the Centennial Room
 - The furnaces need to be assessed. The old furnace may need to be replaced. A furnace downstairs is not operating correctly and may require attention. Geoff will obtain estimates.
 - Jeff Nachtigall suggested that we may need to develop a list of large projects so that we can prioritize intelligently.
 - Geoff obtained a 5 month snow removal quote for the board's review of ~\$12,500. Jo felt that the quote seemed to be a bit high; last year was ~\$800-900/call. Geoff will get another quote for comparison.
- ii. Rental rates
- Currently we are charging \$250 for Friday/Saturday main hall rentals to members, and \$400 to non-members, and \$150 vs \$300 for Sunday through Thursday.
 - Geoff relayed that Neil is of the opinion that the member rates should be raised.
 - Brian noted that the generous discounts are intended as a member benefit, to provide a service to our members.

- Jeff noted that the discounted rate encourages our members to hold their events in the community, and that as long as we're meeting our costs we should be fine.
- There was consensus among the directors that we continue with the current, board-approved rates for the time being, and that no change is needed at this time.

iii. Other

- Bellevue Social Club is hosting a women's clothing exchange on Sunday in the hall. 48 people have RSVP'd as attending via Facebook.
- Friday Night Besties has been seeing 24+ attendees weekly.

6. Business arising from the minutes

7. New business

a. Affordable housing (Kyla Fisher)

- This discussion will be postponed until the November meeting

b. Distribution of draft minutes (Ed Boraas)

- Ed would like to make draft minutes available to the public as early as possible, in order to increase transparency and enhance communication between the board and the broader community.
- M/S/C Ed/Jeff that the board authorize the publication of draft minutes via the website, one week after the draft minutes are distributed to the directors for review

c. Tripartite agreement / facilities usage (Shannon Murray)

- Concerns were raised over a recent event that was held in the BCL parking lot recently. With this particular event, the scale of the event was not clear in advance. Shannon emphasised the parameters outlined under the tripartite agreement, particularly regarding the restrictions on commercial events in league space.
- Questions were raised around BSC hosting music events, and some other scenarios. Shannon will return with details.
- Parking: Brian spoke to Darryl to discuss their parking rental procedures. Northlands currently donates their spots to Concordia, and the revenue generated is 25% returned to Northlands for maintenance and 75% is retained by CUE for student activities. Brian was curious if BCL could pursue a similar arrangement with CUE. Shannon indicated that we

would have to draft a sublicense agreement and submit it for approval.

- d. Eastglen update (Dave Cournoyer)
 - The city will not be pursuing the arrangement with Swimland
 - Instead, they will be finding alternate approaches to increase community participation
 - The city will be holding an open house from 5-9pm on Wednesday, October 28 at the Norwood Legion (11150 82 St)
 - More information is available at <http://edmonton.ca/eastglen>
 - e. Vacant positions (Brian Finley)
 - As previously discussed, Erin Foster-O’Riordan & Donnie Morrison have submitted their resignations, but that we have not formally accepted them.
 - M/S/C Dave/Brian that Erin and Donnie’s resignations be accepted.
 - Program Director and Sports Director are now vacant.
 - M/S/C Jeff/Geoff that Ericka Chemko be appointed as Program Director until the next AGM.
 - No volunteers have indicated an interest in taking on the Sports Director. This position remains vacant at this time.
 - f. Joint meeting with Highlands CL
 - Highlands CL wanted to know if Bellevue would be willing to hold a joint meeting in November.
 - Brian suggested that we may wish to start by having an informal, social meeting with the Highlands board, perhaps in December.
 - Discussion followed, with directors indicating a preference for a less formal social event.
 - Discussion progressed to avenues for collaboration with Highlands, including standing contact between certain directors, reciprocal membership agreements, etc.
 - Brian will follow up with Susan Ruttan to try to arrange a social meeting between the Bellevue and Highlands boards.
8. Date and time of next meeting
 - The next regularly scheduled meeting will be held on November 17, 2015 at 7pm.
 9. Adjournment
 - M/S/C Ed/Jeff that the meeting be adjourned (8:38pm)