Bellevue Community League

DRAFT Minutes: Meeting of the Board of Directors, April 19, 2016 - 7:00pm; Pending approval at next board meeting

In attendance: Ericka Chemko, Brian Finley, Jeff Nachtigall, Judy Nuthack, Jo Nuthack, Erin Armstrong, Ed Boraas, Geoff Lilge, Marvin Heise (Northstars)

Regrets: Janice Fleming, Dave Cournoyer, Kyla Fisher

- 1. Call to order
- Meeting called to order at 7:09 by Brian Finley
- 2. Approval of agenda
- M/S/C Jeff/Geoff
- 3. Approval of minutes of previous meeting
 - M/S/C Erin/Ericka to approve the March 15 minutes
- 4. Community stakeholder reports
 - a. Community Recreation Coordinator (Shannon Murray)
 - b. Northlands (Darryl Szafranski, by phone)
 - Mailout sent to community
 - Vision 2020 presented to City Council
 - Awaiting further feedback/response from City
 - K-Days report to be delivered next meeting
 - Received grant application from DECSA
 - Still accepting Northlands Neighbours grant applications
 - Tim Reid hoping to be available for upcoming (May?) Northlands Neighbours meeting
 - c. DECSA (Aimee Maxfield)
 - d. Northstars Athletic Club (Marvin Heise)
 - Junior C took Silver at provincials
 - Great year for all teams
 - Hockey Edmonton meeting coming up June 10, 11, 12 in Red Deer
 - This year there will be no body contact except Midget and Bantam
 - e. Abundant Communities Initiative (Greg Brandenbarg)
 - Greg is out of town, but left some information with Brian
 - Brian will be following up with Greg
 - f. City of Edmonton Bylaw (Jillian Dykink)
- 5. Directors' reports
 - a. President (Brian Finley)
 - i. Seniors' programming: Kleen Air
 - Brian met with the directors of Kleen Air to discuss how the league may be able to support the program as a program of the League
 - Offering member discounts for entry to Kleen Air events is an option
 - Brian will invite a rep from Kleen Air to an upcoming meeting
 - Brian will develop a prospective Memorandum of Understanding
 - b. Treasurer (Jo Nuthack)
 - We've had another false alarm bill
 - If we have four alarms in a three-month period, EPS will cancel our permit
 - It is critical that the alarm be disarmed whenever the hall is accessed
 - Jo delivered the March financial report (on file)
 - Gov't reporting is due in April, for the fiscal year ending Dec 2015
 - ii. Budget for 2016-17
 - Jo distributed the income & expense report for the 2015 year (on file)

- Jo discussed using the 2015 I&E as a basis for drafting a proposed budget, and proceeded line by line through the I&E report to propose direction for the upcoming budget
- Jo will draft the proposed budget based on this discussion
- c. Vice-president (Erin Armstrong)
 - M/S/C Erin/Brian that the board provide a gift to Dave and Kyla on the birth of their child
 - M/S/C Erin/Ericka that the board reimburse any Pub Night volunteers for the cost of obtaining ProServe training (http://proserve.aglc.ca/)
 - ii. Strategic planning
 - M/S/C Erin/Brian to approve the Strategic Planning Committee Terms of Reference (on file)
 - Erin has investigated the Farmer's Market, and there are significant challenges
 that would need to be overcome: certification/training, vendor commitment, etc.,
 lead the committee to recommend against establishing a Market immediately. It
 seems reasonable to put a call out for volunteers this summer, with the aim to
 establish a Market next year.
 - Looking to develop a how-to about setting up and running a Pub Night. Geoff volunteered to work on such a how-to.
 - Erin has spoken to Edmonton Bicycle Commuters Society. City-approved racks are available for \$795 for 6 bicycles or \$990 for 8 bicycles. Delivery & installation (optional) is \$200
 - M/S/C Erin/Ericka that the League purchase an 8-bicycle rack and pay for the installation of the same, at a total cost of \$1190 + GST.
 - a. Brian volunteered to contact the city to see what possibilities exist for off-sidewalk installation
- d. Communications Director (Jeff Nachtigall)
 - Jeff noted that the EFCL sends out a newsletter; all directors are encouraged to sign up to receive it.
 - Deadline for the June 1st HIghlands/Bellevue Highlights e-newsletter is May 15.
 Please contact Jeff ASAP if you have any submissions.
- e. Facilities Director (Geoff Lilge)
 - i. Belly dance program
 - Elvira is looking for a location to hold classes
 - One of the most important factors is a floor compatible with dancing
 - Hoping to keep things community oriented
 - Classes are 1.5h per session, oncer per week for 10 weeks
 - Ideal time would be Monday evening (6-7:30/6:30-8)
 - Elvira would like to explore daytime classes in future
 - M/S/C Jeff/Geoff that we contract Elvira as instructor for the League's belly dance programming, details to be determined by Facilities/Programs
 - ii. Neighborhood BBQ, June 7
 - Tamarack will be inviting the neighborhood to a BBQ on this date
 - iii. Tamarack Pub Night, June 8
 - Community members and Tamarack volunteers (~50) are invited to a pub night on this date
 - iv. Bellevue logo competition
 - A need was established for letterhead, which led to the need for a logo
 - Geoff suggests that we have a competition / online poll for a logo for the league

- M/S/C Geoff/Jo that the League hold a Bellevue logo competition to gather ideas for a logo
 - Brian suggested announcing the competition on Community League Day
- v. Report on April Pub Night
 - Good, busy night, with ~100 guests
 - Surplus of \$780 for the league, net of all expenses
 - Next month is a Highlandia fundraiser pub night
 - Geoff will be taking a break from planning pub nights for the summer, and is happy to see volunteers take on summer pub night planning
- vi. Lounge improvements
 - Geoff has suggested stage lighting and window repair are desirable improvements
 - Some carpet repair is required
 - Geoff will present a proposal for improvements
- vii. Lounge decor expenses
 - Geoff has purchased a fair amount of decor for the upstairs lounge to date. He
 will be submitting his expenses for reimbursement.
- f. Programs Director (Ericka Chemko)
 - Ericka received an email re. Family Games night from Conrad Siegers
 - The idea would be for families to attend (kids & adults) and for the program to be cost/revenue-neutral
 - Ericka will be working with Conrad to develop a pilot of the Family Games Night
- g. Memberships Director (Kyla Fisher)
- 6. Business arising from the minutes
 - a. Report of the nomination committee (Janice Fleming)
 - Janice unavailable to report
 - Janice has asked for Ed and Jo to help
 - M/S/C Brian/Jeff that Jo and Ed be named to the nominating committee, per Janice's request
- 7. New business
 - a. AGM flyer (Geoff Lilge)
 - Geoff will be designing a flyer for distribution shortly before the AGM
 - Ed will be emailing the membership this weekend for the 21-days' notice
 - Ed will identify those members without listed email addresses, for hand delivery
- 8. Date and time of next meeting
 - The next meeting will be held immediately following the AGM on May 17
- 9. Adjournment
- M/S/C Brian/Ed that the meeting be adjourned (at 9:09pm)

Note: An AGM planning meeting will be held immediately following this meeting. All directors are invited to attend.