

**Summerside Community League
Meeting Minutes
November 19, 2018**

Chair: Donna Molloy, Programs Director

Minutes: Marianne Meijer, Secretary

Attendees: Samantha Miedreich, Ashley van Beuningen, Danielle Thorkelsson, Jeffrey Chaput, Rob Plante, Donna Molloy, Michelle Gosselin, Melanie Gizowski (City of Edmonton Neighbourhood Resource Coordinator),

Absent: Richard Griffiths, Shelly Whalen

Community League Members: Erin McFarlane, Christopher Schieman, Gillian Luff-Schieman, Brenda Cleveland, Natasha Ballard

1.0 Introduction of the attendees

Round-table self-introductions were made.

2.0 Call to Order: Donna Molloy, Programs Director

2.1. Attendance and non-establishment of quorum at 6:30 p.m.

2.2. Approval of agenda: Donna Molloy

MOTION to accept agenda. PASSED.

MOVED: Ashley van Beuningen SECOND: Samantha Miedreich

3.0 Approval of minutes from last meeting

MOTION to table meeting minutes from last meeting, as minutes not available and quorum doesn't yet exist. PASSED.

4.0 Second round of introduction of the attendees

Round-table self-introductions were made as new attendees joined; quorum established at 6:40pm.

5.0 Appointment for Vacant Positions: Melanie Gizowski

5.1. Melanie provided an overview of all vacant positions as well as appointment process.

5.2. Vacant position appointments:

5.2.1. President: Christopher Schieman

5.2.2. Vice President: Natasha Ballard

5.2.3. Communications: Erin McFarlane

5.2.4. Grants: vacant

5.2.5. Sports - Non-Soccer: vacant

5.2.6. Soccer: vacant

5.2.7. Social: Brenda Cleveland

5.3. Community Liaison:

5.3.1. Walker Lakes: Natasha Ballard

5.3.2. Sunset Valley: vacant

5.3.3. Fields: vacant

- 5.4. **Approval of appointments:** Donna Molloy
MOTION to accept appointments. PASSED.
MOVED: Donna Molloy SECOND: Danielle Thorkelsson

Notes: Natasha Ballard willing to help support Grants; Gillian Luff-Schieman willing to help support social committee.

6.0 Dates/ Location of Future Meetings: Donna Molloy

- 6.1. Discussion was held regarding the dates and location of future meetings.
6.2. Marianne Meijer to coordinate with Board for the best day of the week to meet.
6.3. Unless day of week to meet changes and Michael Strembitsky School unavailable, location to remain at Michael Strembitsky School.

7.0 Old Items

- 7.1. **Motion to Go Forward with New Website:** Donna Molloy
7.1.1. Board members who had a chance to review test website indicated that links worked.
7.1.2. Ashley van Beuningen indicated that the Tool Library needs to be loaded online.
7.1.3. MOTION to move forward with launching new website. PASSED.
7.1.4. MOVED: Jeffrey Chaput SECOND: Samantha Miedreich

8.0 New Items

- 8.1. **Treasurer Report:** Danielle Thorkelsson
8.1.1. The Summerside Community League Financial Review has been completed to August 31, 2018 and was completed by Larry Liang and Catharine Baier. This will require signature from the President at that time, Michelle Gosselin.
8.1.2. Current cash balance is \$205,000.
8.1.3. Signing Authority
8.1.3.1. MOTION to move forward with changing signing authority from out-going President and out-going Vice-President to incoming President and incoming Vice-President. PASSED.
8.1.3.2. MOVED: Danielle Thorkelsson SECOND: Rob Plante
8.1.4. Director's and Officers Insurance Policy
8.1.4.1. Summerside Community League has Director's and Officers Insurance Policy coverage in place.
8.1.4.2. Incoming board members to have Criminal Records Checks completed (mandatory) and recommended to have the Vulnerable Sector Check completed (optional) as well.
8.1.4.3. Retain receipts and once completed, submit Criminal Records Checks to President and submit receipts to Treasurer for reimbursement.
8.2. **Neighborhood Resource Coordinator (NRC) Report:** Melanie Gzowski
8.2.1. Melanie Gzowski shared that she typically sends her report electronically at the beginning of the month for general information and provides specific information at the Board meeting. Highlights of report include:
8.2.1.1. Board orientation checklist examples are available on EFCL.

8.2.1.1.1. Danielle Thorkelsson shared that SCL used to have turnover binders. Michelle Gosselin believes they may be in the storage room and will go into the storage room to find them. Ashley van Beuningen indicated she would update Social binder and provide to incoming Social Director. Michelle Gosselin indicated she would provide her binder to the incoming President. A Drop-Box does exist, however most of the content will be going online with new website. Discussion was had that prior incumbent will meet with new incumbent to orient for process and position.

8.2.1.2. Strategic Planning: if there is an interest in strategic planning, Melanie Gzowski is willing and able to facilitate the process.

8.2.1.2.1. ACTION ITEM for President and Vice-President to request this facilitation from NRC.

8.3. Transportation Director Report: Jeffrey Chaput

8.3.1. 91 and Savryn reviewed in Aug 2018, ranked very low. SCL is looking for some additional controls (lights, etc). Ranked greater than 1000.

8.3.2. Looking for twinning the 91; City and Brookfield unclear on who is responsible.

8.3.2.1. Michelle Gosselin recommended partnering with the Scottish Society.

8.3.3. 25 and Orchards Gate: When reviewed in Aug, they saw slight increases in volumes and delays, ranked 62 for full signal.

8.3.4. City upgraded signage at micropark at 80; will be installing stop sign, and will be changing to playground zone.

8.3.5. Various reporting options for traffic concerns: 311 calls, 311 app, email Transportation Director.

8.3.6. 91st and 25th ave SW is still being reviewed, is it higher on the ranking.

8.4. Programs Director Report: Donna Molloy

8.4.1. Partnership with Residents' Associations

8.4.1.1. Partnership with Residents' Association has been explored by Donna Molloy and Rob Plante and have put forward the below proposal:

8.4.1.1.1. Work collaboratively with Residents' Association in regards to programming, and rather than compete on programs, SCL members can participate in Residents' Association programs SCL subsidizing SCL members attending program(s) by \$5 per resident.

8.4.1.1.2. MOTION to move forward with partnering with Orchards and Summerside Residents' Association.

8.4.1.1.2.1. MOVED: Donna Molloy SECOND: Marianne Meijer

8.4.1.1.3. Discussion was held surrounding how SCL would confirm if participants are SCL members as SCL is not able to share list of members with Orchards and Summerside Residents' Association. It was brought up that membership numbers are used for soccer. Further discussions will be held with Donna Molloy and Danielle Thorkelsson related to the logistics of payments related to SCL members attending Residents' Association's programs.

8.4.2. Book Club with EPL

8.4.2.1. A book club, together with EPL, is in the final stages, with an application being signed by Danielle Thorkelsson.

8.4.3. Communicating Upcoming Programs

- 8.4.3.1. Recent programs have had low turnout or cancelled, which is challenging as there is difficulty find facilitators/partners for programs and low/no participants.
- 8.4.3.2. Ashley van Beuningen recommended that Orchards Residents' Association sends out a regular email and that there is an opportunity to add into social media from other residents' associations.
- 8.4.3.3. Discussion was held that a survey monkey could be conducted to determine what SCL members may be interested in regarding programming and to consider this in the new year. This would help with any strategic planning.

8.5. Past-President Report: Michelle Gosselin

8.5.1. EFCL Board

- 8.5.1.1. Michelle Gosselin is also the representative for the EFCL board in the capacity of district outrep. Christopher Schieman to also become part of the Millwoods Presidents' Council.
Michelle can be contacted here at districtl@efcl.org
- 8.5.1.2. EFCL has had a major ask to the City: to expand on what EFCL can offer to community leagues, and have requested an additional \$1 million annually.
- 8.5.1.3. EFCL is a good resource for any questions the board may have.
- 8.5.1.4. Melanie Gizowski shared that SCL has also been involved in a one-time meeting with the community leagues outside of the Henday ring road on the Southeast side, which is also a good resource.

8.5.2. A Holiday Party will be held at Richard's house on Dec 7 for all board members.

8.5.3. AGM for Ellerslie is next week if anyone is interested in attending.

8.6. Grants: Natasha Ballard

8.6.1.MOTION to apply for casino. PASSED.

8.6.2.MOVED: Natasha Ballard SECOND: Ashley van Beuningen

9.0 Upcoming Meetings

- 9.1. December meeting is skipped.
- 9.2. Next meeting of Summerside Community League will be To Be Determined (potentially Monday, January 21, 2019) at 6:30 p.m. at location To Be Confirmed (likely Michael Strembitsky School)

10.0 Adjourn

10.1. MOTION to Adjourn: Michelle Gosselin

10.2. Meeting was adjourned at 7:50 p.m.