

Next Executive Meeting: Tuesday, May 20, 2008

- 1.0 **CALL TO ORDER** (establish quorum)
- 2.0 **APPROVAL OF THE AGENDA**
- 3.0 **APPROVAL OF THE PREVIOUS MINUTES**
- 4.0 **FINANCIAL REQUESTS**
- 5.0 **BUSINESS ARISING FROM THE MINUTES**
  - 5.1 Appointment into Executive Positions  
President Vice President Buildings and Grounds  
Planning and Transportation - Appointment of Chairperson for Planning and Transportation  
Committee: Bill MacDonald
- 6.0 **Correspondence/Announcements: C-Anne Robertson**
- 7.0 **REPORTS**
  - 7.1 **President's Report: Vacant**
  - 7.2 **Past President's Report: C-Anne Robertson**
  - 7.3 **1st Vice-President: Jim Bohun**
  - 7.4 **2nd Vice-President: Vacant**
  - 7.5 **Secretary: Melissa Steinke**
  - 7.51 **Card Report: Agnes Brennan**
  - 7.6 **Treasurer's Report: David Van Meter**
  - 7.61 **Grants Coordinator: Jen Myroon - STEP grant**
  - 7.7 **Community Service Representative: Cathy Dytiuk**
- 8.0 **STANDING COMMITTEE REPORTS**
  - 8.1 **Adult Programs: Elizabeth Turner**
  - 8.2 **Buildings & Grounds: Vacant**
  - 8.21 **Kitchen Keeper: Marg Pratley**
  - 8.3 **Family Programs: Michelle Schurek**
  - 8.4 **45 Plus: Agnes Brennan/Marg Pratley**
  - 8.5 **Hall Bookings: Jean Chernish**
  - 8.6 **Historian: Marge Lilley**
  - 8.7 **Membership: Catharina Fraser**
  - 8.8 **Neighbourhood Security: Pearl Biggar**
  - 8.9 **Newsletter/Publicity: Donna Jackson**
  - 8.10 **Planning & Transportation: Vacant**
  - 8.11 **Sports: Guy Sopiwnyk**
- 9.0 **SPECIAL COORDINATOR'S/PROJECT'S REPORTS**
  - 9.1 **Coronation School Liaison: Bev Dietrich**
  - 9.2 **Volunteer Appreciation Dinner: Natalia Krawetz**
  - 9.3 **Flowers in Bloom: Neil Lang & Rodney Al**
  - 9.4 **Garage Sale - Space requirement for 45+ (reminder: office coat rack in rink shack #1 and small box marked "garage Sale" in office should go to 45+)**
  - 9.5 **Security Seminar: Pearl Biggar**
- 10.0 **NEW BUSINESS**
  - 10.1 Indoor Playground
  - Updated list of our new Executive for April 2008 - March 2009.
  - Request has come in from our members to see if the league would be open to us being running one more day a week in the afternoon (either Tuesdays or Thursdays from approximately 2:30 p.m.-4:30 p.m.)
  - Permission to run for the summer months of June to September once a week on Wednesday.
  - May 3rd concession - need information from Agnes about supplies and float from David Van Meter. Crews are all set for the day.

**NEXT MEETING:** Tuesday May 20 2008

## 11.0 ADJOURNMENT

**BRING FORWARD ITEMS**

**Unspecified Date**

- *Treasurer’s Workload:* David Van Meter. Need for additional help (e.g., book-keeper/accountant on regular basis).Deferred
- *Fire Pit:* Deferred until C-Anne has contacted our insurance company to determine if members using the fire pit for non-League events would be covered.
- *Sports Equipment Inventory – Final List:* David Salmon/Guy Sopiwnyk? Deferred; no date specified.
- *SOCAN Payment* (Music performance rights): pending advice from EFCL
- *Community Signage Cost Estimates:* David Salmon
- *Wish List:* For the record, the following have been noted for potential expenditure (yet to be approved): Fencing the patio to allow alcohol consumption outside. Note that request for new BBQ has been deleted as current one is under repair.

**April 2008 Executive Meeting**

- **Notice of Motion on signing authorities**
- Garage Sale: Space requirements for 45 Plus
- **(Reminder: Office coat rack in Rink Shack #1 and small box marked “Garage Sale” in Office should go to 45 Plus for Garage Sale).**
- Sharp bill, switch cover, instructions, screen lowering device (David Salmon)
- Potential for use of Jasper Place pool (Dytiuk to investigate Salmon request)
- Community Session on Drugs (Biggar)
- Flowers In Bloom (Krawetz)
- *Key box for Fire Dept.:* to be pursued after the Simplex Grinnell billing has been satisfactorily resolved.

**May 2008 Executive Meeting**

- *Policy framework on free hall bookings* (Seedy Sunday, SKILLS)
- *Facility Layouts:* Need for to-scale diagram of hall for various uses (seating plans, fixing location of key items like fire extinguishers, etc.)

**September 2008 Executive Meeting**

- *Disposition/retention for TV/VCR* (Family Programs)

**EXECUTIVE CALENDAR**

Mar 17 2008	• EFCL – Annual General Meeting	• President
Mar 18, 2008	• Executive Turn-over Meeting: Old & New Exec. • Redistribution of Keys and Operations Manuals • Redistribution of Operations Manuals	• All New & Old Executive • Hall Bookings Chair • Secretary
Mar	• City of Edmonton Annual Grants: Operating & Maintenance Reno Grant due	• City CRC / Treasurer
Mar/Apr	• Rink Shack cleaned & furnace turned down	• Buildings & Grounds
Mar	• Spring Garage Sale planning & advertising	• Garage Sale liaison / Publicity
Mar	• Winter sports equipment stored	• Sports / Building & Grounds
Mar	• City of Edmonton Summer: Registration opens for Summer Programs	• City CRC
Mar 28 2008	• Deadline: Duncan and Craig Laurel Awards	
Mar (last week)	• Volunteer Appreciation Dinner (VAD) invitations go out. Notice placed for April newsletter	• VAD Ctte • Publicity
Mar/Apr	• Signing Authority Change-over NOTE: REQUIRES A MOTION @ EXEC CTTE MTG	• Pres/VP/Treasurer/Secy
Mar / Apr	• Spring/Summer programs planning / advertising – Garbage Fair	• Program Chairs / Publicity • Garbage Fair Coord
Mar / Apr	• New Executive List to EFCL & COE CRC Coordinator • Notify Gaming Commission of Executive Changes • Notify VOXCOM of Security Code and Emergency Contact Changes	• Secretary • Secretary • Secretary & one other signing authority after receipt of info. From Hall Bookings
Apr 01 2007 Apr 02 2007 Apr 04 2007 Apr 10-13/08 TBA	• Deadline: Wild Rose Foundation Grant • Deadline: Community League Operating Grant • Deadline: City of Edmonton Maintenance / Renovation Grant • EFCL Talent Show • Nominations: Wild Rose Volunteer Awards (Provincial)	

Executive Calendar attached

**MINUTES - North Glenora Community League Executive Meeting -  
Tuesday, April 15, 2008 7:00 PM, NGCL Hall**

**Next Executive Meeting: Tuesday, May 20, 2008**

**Present**

President David Beckman  
Past President C-Anne Robertson  
Treasurer David Van Meter  
Secretary Melissa Steinke  
Adult Activities Elizabeth Turner  
Family Activities Michelle Schurek  
45 Plus Activities Agnes Brennan  
Hall Bookings Jean Chernish  
Historian Marge Lilley  
Membership Catharina Fraser  
Neigh. Security Pear Biggar  
Newsletter/Publicity Donna Jackson  
Sports Activities Guy Sopiwnyk  
School Liaison Bev Dietrich  
Grants Coordinator Jen Myroon  
CRC Cathy Dytiuk  
Daytime Contact Marg Bowler  
Kitchen/45+ Marg Pratley  
Planning & Transportation Suzanne MacAfee  
Planning & Tran. committee Bill MacDonald  
Planning & Tran. Committee Elizabeth Chomin  
Buildings & Grounds Steve Twigg

**Absent**

1<sup>st</sup> Vice President Jim Bohun

**1.0 CALL TO ORDER**

7:00 PM by C-Anne Robertson

**2.0 APPROVAL OF THE AGENDA**

- add to the agenda, Trina Furth, social worker  
*Motion to approve agenda - Dave Beckman, seconded - Marge Lilley, MOTION CARRIED*

**3.0 APPROVAL OF THE PREVIOUS MINUTES**

- Agnes Brennan: Doreen's last name is Leia (page 4 ) and also on that page the thank you to Elizabeth Turner came from Marg Pratley.

*Motion to approve minutes – Agnes Brennan, seconded – Donna Jackson, MOTION CARRIED*

Trina Furth: I would just like 5 minutes to express what I can do for your community. I work in the same office as Cathy Dytiuk. Every community has a social worker which helps out with different matters, i.e. Highpark School closure impact report, prostitution, Stony Plain Road improvement, how to parent teens, connect people to resources, help people get together to tackle an issue. Just looking around the table, this looks like a well resourced neighbourhood and everyone seems to have come to this meeting. Please don't hesitate to call if you think I can help you, or you can go through Cathy. I am leaving my card with Cathy & thanks for inviting me.

Introductions around the table

**4.0 FINANCIAL REQUESTS**

Guy Sopiwnyk - \$28.44 for kids movie night  
Dave VanMeter: it's in the budget so you just need to submit the bill

**5.0 BUSINESS ARISING FROM THE MINUTES**

5.1 Appointment into Executive Positions

*Marge Lilley moves to appoint Steve Twigg to Buildings & Grounds, seconded by Marg Bowler, MOTION CARRIED*  
*Bill MacDonald moves to appoint Suzanne Macafee for Chairperson for Planning and Transportation Committee, seconded by Marge Lilley*

Discussion

Bill MacDonald: I think most of you know that Suzanne grew up in our community. She owns a North Glenora home with her mother. She has been on our planning and transportation committee for several years. EFCL and NG bylaws state that anyone within the boundaries is eligible for membership. EFCL states that all members of the executive should be members of the community. Those who have been on the planning and transportation committee before do not wish to take on this position. Bill has written and received a letter back from the McQueen community agreeing to the appointment. We have a willing individual with a very strong connection with our neighbourhood.

Suzanne MacAfee: I think this is an important committee to continue. There are a lot of issues with new

development in older neighbourhoods. I am happy to take the position and am in the community everyday.

Elizabeth Turner: I have no objection and respect Suzanne as a person but following the bylaws of EFCL and NG – I don't think we can make exception, because if we start now, where do we draw the line.

Liz Chomin: The definition of being a resident does cover Suzanne as her name is on the title of her moms house.

Alan Bolstad info. from Bill McDonald: if it is an issue open to interpretation than we need to make a decision.

Agnes Brennan: it was decided a few years back that the executive included only the President, Vice-President/s, Treasurer, and Secretary.

Elizabeth Chomin: community leagues need more people, especially qualified ones like Suzanne.

#### **MOTION CARRIED**

C-Anne Robertson: Rick from McQueen is excited . He recommends that Suzanne join our community league (she is already a member). The McQueen community is not very active and her participation in the end will benefit their community as well as ours.

*Motion for Dave Beckman to be appointed to President - C-Anne Robertson, seconded by David VanMeter, **MOTION CARRIED***

#### Discussion

Elizabeth Turner: If this is ever an issue as we are married than I will step-down from my position

David Beckman: Some of you may think I'm trying to blackmail the community by not agreeing to this appointment at the AGM, but this is not the case. I'm very invested in this community and have done this position before. I am very happy to have seen some young people come out – and we still need to find a 2<sup>nd</sup> VP. I've asked C-Anne to be a good past-president and help out when I'm not available. In the past, most past-presidents have not showed up at meetings, save myself and Agnes.

#### **6.0 CORRESPONDENCE/ANNOUNCEMENTS: C-Anne Robertson**

- We have received this new booklet which details a convention that would be especially good for new members. Vitalize 2008 – Provincial Voluntary Sector Conference, June 12-14 – in past years we have sponsored several members.
- RCVO (Resource Centre for Voluntary Organizations) - board development workshop
- Strengthening Boards Workshop recognition
- City of Edmonton Mosquito spraying program
- Notice from guides
- Thank you notice in regards to Seedy Sunday
- Notice on EFCL events, EFCL AGM this Saturday, Suzanne Macafee: the community league should send a member

#### **7.0 REPORTS**

7.1 President's Report: David Beckmen

- Thank you to C-Anne on behalf of everyone. Lots of good things have happened under your leadership

7.2 Past President's Report: C-Anne Robertson

7.3 1<sup>st</sup> Vice-President: Jim Bohun (away)

7.4 2<sup>nd</sup> Vice-President: Vacant

7.5 Secretary: Melissa Steinke

- will send out the minutes in a different format in the future
- if I'm missing anything in my duties please let me know

7.51 Card Report: Agnes Brennan (for this and last meeting)

Get well x 6

Thank You x 1

Congratulations x 2

Anniversary x 1

Sympathy x 2

7.6 Treasurer's Report: David Van Meter

- new insurance through Foster Park Baskett has been set-up with annual premium being \$3682. FYI – renewal fee from Mones came in at \$5620 as well as a rebate cheque for \$400. New appraisal of property will be done by Foster as well.
- invoice for movie licence (\$800 + gst) was received and a motion had previously been passed for it. Discussion follows in regards to the turn-outs and details of movie night and pub night. It is agreed by the executive that David Salmon should report to Michelle Schurek in regards to Kids Movie Night and to Elizabeth Turner in regards to Pub Night

7.61 Grants Coordinator: Jen Myroon

- report attached

There are a lot of grants out there, so if anyone has any projects they should let me know

- beautification initiatives, interior of hall needs painting (has been passed on to Buildings

and Grounds) and will be approx. \$15,000, rink and rink shack

- 7.7 Community Service Representative: Cathy Dytiuk  
Passed around Monthly minders which include:
- free swim for youth at Jasper Place (May 02)
  - what makes a neighborhood a great place to live
    - things you can do for youth in your makes a neighborhood
    - edm-youth.com – will advertise your youth program
  - national volunteer week – last month we circulated Second Cup vouchers, if anyone was not here they can get one now.
  - RVCO (Resource Centre for Voluntary Organizations) funding sources for Edmontonians
  - non-profit sector 2007-2008
  - Green shack – We’ve received half the applications for employment that we usually do, so if you know anyone, please have them contact us.
  - Communities connect (evening of June 04 at Woodcraft hall) – connecting executive members, first 50 registered get a free gift, food and drink will be provided. – **David Beckmen & Michelle**

**Schurek will attend**

- bike safety
- Capital City Clean-up
- park clean-up
- Re-use center
- Big Bin Events
- Cathy passes out business cards for anyone who would like.
- neighborhood park development program
- sports field marking
- grant deadlines
- dates to remember

**8.0 STANDING COMMITTEE REPORTS**

- 8.1 Adult Programs: Elizabeth Turner  
-will get information for pub nights from David Salmon. David VanMeter: David Salmon only submits an expense for the liquor license. He purchases the liquor himself and charges them at cost.  
- The Executive would like a report of how many people attend. Does it cost the community anything?
- 8.2 Buildings & Grounds: Steve Twigg
- 8.21 Kitchen Keeper: Marg Pratley
- 8.22 Daytime Contact: Marg Bowler  
- Kai & Marie are paid \$600.00/month for cleaning after all hall renters and clean up after community league functions for free. They buy all the supplies on their own. I think they should receive an additional \$50.00 for cleaning after larger functions. Some groups are leaving a terrible mess.  
- Which groups are not cleaning up after themselves? One example is the guides who spilt hot chocolate on the rug and used tea towels to clean it up.  
- Maybe people should be informed about what is expected. This could be included in a letter to all groups.  
**FOLLOW-UP REQUIRED: David Beckmen & Agnes Brennan**  
- Marg’s suggestion will be discussed at Buildings and Grounds Meeting
- 8.3 Family Programs: Michelle Schurek  
- Front Porch – Kick-off May 04 - Need volunteers to be secret neighbor and to help out at the hall
- 8.4 45 Plus: Agnes Brennan/Marg Pratley  
- Cards and games (March 28), attendance 11  
- Pot luck supper (April 25), entertainment by the “Northern Delights”  
- Garage sale (May 03), will have 3 tables  
- having problems with parking. Will include a note in regards to parking with letter noted in 8.22
- 8.5 Hall Bookings: Jean Chernish  
Q - Would it be possible to get an ATM card for direct deposits into league account so I do not have to carry so much cash on me? **FOLLOW-UP REQUIRED: David VanMeter**  
Q - Are groups paying a damage deposit for hall use? Should the Guides and Brownies pay a deposit as their sleepovers/campouts require extra cleaning be done?  
- Suggest food and drinks be kept on the tables and tables moved to the lino. area by groups (especially with children) and the tables can then be moved back when they are done.  
Q - Can the playschool schedule be changed for Sept. so they do not come in on Friday which would leave

Friday for cleaning? A –they do not need to have the whole hall cleaned before playschool arrives, suggest they arrive at 8:30 AM Fridays

Q.- Can Brownies and Guides share the same day which would open up a day for rental and therefore less cleanups.

A – not very feasible for the groups

Q - Is there a hall rental charge for Indoor playground.

A – No, typically if any monies are left over at the end of the year, Indoor playground has chosen to make a donation

Q - When someone books the hall ahead, when should rent be paid – one can book up to 1 year in advance, damage to be paid as soon as booked, rent is due 30 days prior to date

Q - Perennial Seed exchange was not an exchange only. There were seeds for sale and some tables were operated by retail sellers. Was there a cleaning fee as it was very busy?

A - The executive did previously agree that there would be no rent charged for Seedy Sunday. There were only a few retailers from out of province. Although over 500 people came, the cleaning fee was waived. Should discuss...

Q What price do committee members pay and how firm are we on this? Special prices are for Executive members only – any special cases can be brought to the executive.

- Suggest having a magnetic board on the fridge: Use teatowels only on dishes and leave on kitchen counter)

Q - GRIT program – Looking to rent June 07, what do I charge and is there a cleaning fee.

A - It's a rental, it should be treated like any regular rental- Need membership list- check with Jean in regards to each hall booking- Melissa will get information from Dave Salmon in regards to the projection machine

8.6 Historian: Marge Lilley

- Would like to take pictures at next movie night but can't make it. Melissa volunteered to take pictures

8.7 Membership: Catharina Fraser

- supplies ordered for 2008/2009 campaign

8.8 Neighbourhood Security: Pearl Biggar

- see item 9.5

8.9 Newsletter/Publicity: Donna Jackson

- report attached

8.10 Planning & Transportation: Bill MacDonald for Suzanne Macafee

- sidewalk strategy program, is there an interest in having a presentation. Bill will investigate further.

8.11 Sports: Guy Sopiwnyk

- Soccer starts on May 3. Hoping to do an inventory on sports equipment, would need 2 people going through equipment and two people writing down information. Looking for volunteers

## 9.0 SPECIAL COORDINATOR'S/PROJECT'S REPORTS

9.1 Coronation School Liaison: Bev Dietrich

- working on enrollment strategy, have taken over rolling signs, enrollment is presently at 107 students, including 16 kindergartens

- Quest Theatre was in working with the students

- We invited Woodcroft students to see the Quest theatre afternoon performance and hosted an open house for Woodcraft parents

-flyers were delivered in the Woodcroft area to be timed with passports

9.2 Volunteer Appreciation Dinner: Bill MacDonald for Natalia Krawetz

- RSVP's are going to Elizabeth Chomin and Bill MacDonald, the deadline is this Friday and we had about 74 people respond so far. There will be a meeting this Sunday of the organizing committee.

- Councilor Jane Batty will be guest speaker and Jo Taylor will say Grace.

9.3 Front Yards in Bloom: Neil Lang & Rodney Al

- 10<sup>th</sup> yr.of operation, sponsored by the City of Edmonton, check website

- Front Yards in bloom is people beautifying the whole city by beautifying their own patch of land.

Yards are usually nominated by Canada Post, they receive those yellow 'In-Bloom' signs. The top six will be announced in The Edmonton Journal. Last year a west end community searching for something to do and made their own special impact. We'd like to propose a community based event, Front Yards in Bloom, where nominations would come in from residents and would be

9.3 *Front Yards in Bloom continued...*

forwarded to the community league, volunteers would get signs and be told how to judge (which takes about a minute). The result is getting a bunch of people in your neighborhood who are recognized and top 2 go to 2009 at City level – basically it would work as a feeder. This is not a high-level officious horticultural contest –it’s about beautifying the whole city. Presently the city uses two categories, *Natural yards* and *Ornamental gardens*, but **communities could have their own categories.**

C-Anne Robertson: What is needed from us?

- Just a decision as to whether we will do this

- Is anyone interested? Yes

- Neil Lang , a North Glenora resident, is a zone coordinator for west Zone and would help out with this community event

9.4 Garage Sale: (Saturday, May 03, 9:00 AM – 4:00 PM)

- should ensure someone from 45+ club will be there to set-up

9.5 Security Seminar: Pearl Biggar (Tuesday, April 22 at 7:00 PM)

Tricia Gagne from the Edmonton Police Services will inform us on matters of personal security so we do not feel vulnerable in our Community and in Edmonton.

**10.0 NEW BUSINESS**

10.1 Indoor Playground

- Received an updated list of our new Executive for April 2008 - March 2009.

- Request has come in from our members to see if the league would be open to us being running one more day a week in the afternoon (either Tuesdays or Thursdays from approximately 2:30 p.m.-4:30 p.m.)

- YES, we will launch this fall on Thurs. from 2:30-4:30.

- Permission to run for the summer months of June to September once a week on Wednesdays.

This should be fine but indoor playground will need to be flexible and not run when other programs are booked. When there are other planned events, funerals will always supercede.

- May 3rd concession - need information from Agnes about supplies and float from David Van Meter. Crews are all set for the day.

10.2 Agnes and David to write up a letter for May meeting that will include above mentioned info. including funeral supercedeing.

10.3 *Marg Bowler made a motion that our caretakers, Kai & Marie, be paid an extra \$50.00 for every large event that requires them to clean the hall – including Volunteer Appreciation Dinner, Garbage Fair, and Garage Sale – seconded by Steve Twigg,*

Discussion:

- there is no signed contract

- what are they being paid for

- there is no point of reference to approve

- when are their regular working times

**FOLLOW-UP REQUIRED: Marg Bowler to have Kai and Marie track their time**

*MOTION PASSED*

**11.0 ADJOURNMENT**

**NEXT MEETING:** Tuesday, May 20, 2008

Publicity Report – April 15 2008 NGCL Executive Meeting

1. Guides advises their last meeting is April 30 with Advancement Ceremony for Brownies going to Guides on May 12. Linda Corvec wasn't sure if there would be any Brownie meetings after that date.
2. The Welcoming Committee met on April 13 at Elizabeth Chomin's house to update brochures and area assignments. Elizabeth Turner had the MLS listings for our area to hand out and Bill, Elizabeth C., Elizabeth T and Marg Bowler will be looking for Sold signs and visiting new residents as they move in and are available for contact. Catharina Fraser has been put on the membership coupon as the new contact as well as in the NGCL brochure and Membership application form. Catharina should be aware of this program that allows new residents to redeem the coupon they are given for a free membership for the balance of the membership year. The new residents are responsible for contacting Catharina for the membership.
3. I have done a major update on the website to re-align information for our new 2008-2009 Executive Year:
  - A. Posted the April newsletter
  - B. Posted the March 11 AGM package of agenda, minutes and all reports - about 60 pages of information
  - C. Updated the Registry link to update new contacts and information on our Programs
  - D. Updated the Executive Resources with new Contact List plus new Channels of Communication - note addresses are hidden and these lists are posted as images.
  - E. Updated the Notice board page with open Executive Position information.
  - F. I will work on updating the Financial information with new 2008 Budget information as I have time.
  - G. Please note I do not use live links for any emails other than the ngcl\_info@telus.net email. I convert your email addresses into image files so bots & crawlers are unable to identify them on our NGCL website. This helps to prevent proliferation of unsolicited email.
  - H. More recent updates as of April 13:
    - i. March 18 Executive Meeting package has been posted
    - ii. Index page updated to highlight upcoming April & May events
4. Security Seminar on April 22 – Posters have been hung on 135 Street fences
5. It has been decided after discussion with Jean and Bev that I will bring an extra printed version of the draft Hall calendar for Jean Chernish to the Executive Meetings. She will update and give to the hall caretakers with any outside bookings.
6. Volunteer appreciation duties included:
  - A. Printing address labels, sorting and distributing invitation bundles to Bill MacDonald, Harvey and Bev for delivery plus mailing the out of area invitations. I also delivered to my own area of North Glenora
  - B. There were no further invitations issued from the originals
  - C. 7 Certificates have been printed and I purchased matching certificate paper and 5 additional folders from Office Depot. I used 2 folders we had on hand at the hall.
  - D. I have created a CD with all the images (431) I have for the slide show
  - E. I await confirmation of attendees after April 18 RSVP deadline. - At that time I will print the Guest Book Pages, names tags and reservation cards
  - F. Volunteer Roster sign-up sheets are already printed and in my mail folder at the hall
  - G. Pearl and I also finished wrapping the gifts that were in the office. Pearl was going to get two more gift bags for 2 of the larger items.
  - H. We left some wrapping paper in the hall for late arrivals.
7. Draft copy of May Newsletter circulating – please return to Donna by the end of the meeting.



## April 2008 Grant Coordinator's Report Jennifer Myroon

1. April 2nd - Maintenance and Renovations Grant was due. We decided not to send in a project for this grant this year and therefore we're deferring the remaining balance of \$1811 to use for a project next year. The way this grant works is we are given a one time amount of money and each year that we have an applicable project the balance remaining is used for that project if approved. If we decided, like this year, not to use the money, it does not go away it is just used in another year. This grant can be used for an upcoming project which applies or a project that has happened in the past year. This grant is quite involved needing either receipts from a finished project or estimates and budgets for an upcoming project. We did not have enough time to prepare either this year.
2. April 7th - Operations Grant was due. David Van Meter and myself were able to complete this grant on time with help from C-Anne and Cathy - thank you. we are waiting for the new bylaws passed at the AGM to come back from Corporate Registries and then our application with Cathy is complete.
3. Wild Rose Foundation Grant is due throughout the year in quarterly phases. The due dates are Jan.1, Apr.1, July 1 and Oct.1 each year. I need to check if we have applied in the last three years if we have o then I can set out a checklist of what we need to apply for July's deadline.
4. The STEP grant for one playground leader has been approved we need to determine who is responsible for and how we go about hiring. The funds approved are \$1715.00
5. There are a few ongoing grants which I need to look in to further and will report more information found in May. In particular there are sport program grants (for soccer?) and I am also looking in to possible grants for rink renovations.