



North Glenora Community League
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Edmonton AB T5M 3Z4
www.ngcl.org
email: ngcloffice@gmail.com

SIGN-OFF

Minutes for Executive Meeting held on April 17, 2012


Secretary's Signature



Donna Jackson, Secretary

The signature of the secretary indicates the meeting was held and the votes by the board occurred as recorded in the minutes.

Vice-president's Signature



Bruce Jakeway, 1 Vice-President

May 15, 2012

Date

The signature of the president or designate indicates the minutes of the meeting were approved by the board on the date indicated.

Board Position	Vote	NAME	Present	Regrets	Absent
President		David Van Meter	✓		
Past President		Jim Bohun		✓	
1st Vice President		Bruce Jakeway	✓		
2nd Vice President		Rob Henderson	✓		
Treasurer		Ryan Young	✓		
Grants Coordinator		Melissa Logan		✓	
Secretary		Donna Jackson	✓		
COE CRC		Jennifer Finnigan	✓		
Standing Committee Chairs					
Adult Activities		Rhonda Van Heyst Margaret French	✓	✓	
Buildings & Grounds		Steve Twigg	✓		
Family Activities		VACANT			
45 Plus Activities		Agnes Brennan	✓		
Hall Bookings		VACANT			
Historian		Andrea Laurie	✓		
Membership		Bill MacDonald	✓		
Neighbourhood Security		Pearl Biggar	✓		
Newsletter / Publicity		Frank French	✓		
Planning & Transportation		Suzanne McAfee Dave Caskenette	✓ ✓		
Sports Activities		Guy Sopiwnyk	✓		
OPTIONAL					
Planning & Transportation		Jeff Schurek	✓		
Welcoming Committee		Elizabeth Turner	✓		
45 Plus Treasurer		Marg Pratley	✓		
2012 Volunteer Appreciation		Natalia Krawetz		✓	
Playschool/Indoor Playgroup		Cara Roemmich			✓
Guests					
City of Edmonton		Cathy Dytiuk	✓		
City of Edmonton		Janice Scott	✓		
City of Edmonton		Steve Aguir	✓		
City of Edmonton		Darryl Mullen	✓		
City of Edmonton		Gail Gravelines	✓		

1. CALL TO ORDER.

David Van Meter, President called meeting to order at 07:05 p.m.. Quorum was established with 12 voting members present.

2. APPROVAL OF THE AGENDA

Frank French moved to approve the agenda as presented. Margaret French seconded. Motion carried.

David Van Meter, President, changed the order of agenda items previous numbers 4 & 5 switched order.

3. APPROVAL OF THE PREVIOUS MINUTES

Bill MacDonald moved to approve the minutes of the March 20, 2012 NGCL Executive meeting. Bruce Jakeway seconded. Motion carried.

4. NEIGHBOURHOOD RENEWAL Presentation

The floor was handed over to the City of Edmonton for their presentation on Neighbourhood Renewal with staff representing the Office of Great Neighbourhoods, Communications, Drainage, Transportation and Transportation Planning. The City gave an overview of the presentation format and presented a video. We were provided with the Neighbourhood Renewal strategy, a bit of history, plus strategy for the required residential engagement in the planning stages during 2012. The physical renewal projects that will provide new lighting, roads, curbs, sidewalks, neighbourhood enhancement component will take place in 2013-2014 in North Glenora. More information can be found on the City of Edmonton website: http://www.edmonton.ca/transportation/on_your_streets/neighbourhood-renewal.aspx. The presentation and fact sheet can be found under some of the other neighbourhood links until the City updates information on our initial session. We will provide a link from our website to the City of Edmonton for the convenience of residents who access our website.

A design team is not yet in place and we expect things will happen very quickly towards the end of June as our first deadline for expressing interest to proceed with upgraded lighting design will be due July 1, 2012. The residents living in or owners of rental homes living elsewhere can expect to be contacted by the City but NGCL will work with the City through our Newsletter, website and email distribution lists to help engage and keep residents and owners advised as we know more in the future.

The City will find a large local venue for a resident engagement session to be held during the last two weeks of June. They will keep us advised so we can advertise and distribute information.

We released our reserved dates as our hall is considered too small for this session as they expect over 300 people to attend.

The City encouraged us to submit a list of all our concerns that we have been tracking. Bruce Jakeway has taken on this responsibility. The City will provide information to be placed in the Newsletter and Frank provided his contact information. The City presentation ended at 8:25 p.m. and after some furniture relocation we continued with the agenda.

5. Introduction of new 2nd VP and motion to appoint to position – David Van Meter

David introduced Rob Henderson who has agreed to serve as our 2nd Vice President. Loud spontaneous applause echoed through the North Glenora Hall.

Agnes Brennan moved to appoint Rob Henderson to the position of 2nd Vice President. Steve Twigg seconds and the motion was carried unanimously.

Donna provided the required forms for signing authority and Hall Access (Key and Security Code) to Rob. Donna will proceed with setting up appointments for TD Bank and Royal Bank signatures as soon as possible.

6. FINANCIAL REQUESTS

6.1. Furnace Replacement Quotation Presentation – Steve Twigg

Steve Twigg presented the two quotations he has received from Service Experts and Capital Mechanical. He clarified information from each quote as to what type of furnace they were providing, discussed the brand names, delivery time, heating capacity, etc. Steve assures us that the Carrier furnace, even though, a residential model, would be more than adequate to heat the office, foyer, washrooms and playschool room. The Engineered Air model is quoted for delivery of at least 5 weeks.

Dave Caskinette moved that we accept the quotations of \$4780.00 and sign a contract with Capital Mechanical to provide and install the new furnace. Bruce Jakeway seconded the motion. Discussion and clarifications continued. David Van Meter called for a vote on the motion and the motion carried.

Steve will proceed. Capital Mechanical have already advised they may be able to start the work this week.

As this unexpected cost will almost deplete our budget line for "Hall Equipment repairs/upgrades", Ryan Young moved that we raise the Budget line by \$5000.00 to cover the remainder of 2012. Frank French seconded. The motion was carried.

6.2. Hall Front Step Mud Jacking Quotation – Frank French/Steve Twigg

Steve advised that he would prefer to repair and level the step with cement and could probably do the work during the week-long August hall shutdown. He does not consider mud jacking a good option for this application. This item was tabled for further discussion to the May Executive meeting.

6.3. Port-a-Potty Quotation Presentation - Contract duration, action to contract – Ryan Young – see written quotations in reports

Ryan will proceed with further questions to the companies on their "Tip Insurance" policies – how quickly they respond, etc. and has been given the go ahead to contract one of the companies he has quotations from for May 1, 2012 through September 30, 2012. The budgeted amount of \$1200.00 will more than cover even the most expensive option and there was very little difference between the quotations. Port-a-Potties – a very competitive business!

7. BUSINESS ARISING FROM THE MINUTES

7.1. Update of Status of Revenue Canada Late Filing Penalty – David Van Meter - No update.

7.2. EFCL Request for Donation for 100th Anniversary Project - David Van Meter

- Decision and motion on NGCL VOTE at EFCL AGM – Executive

Bill MacDonald moved that North Glenora Community League contribute \$400.00 per year for a maximum of 5 years to the Edmonton Federation of Community Leagues for Phase 1 of the 100th Anniversary project. Ryan Young seconded and the motion was carried.

David Van Meter, President and Donna Jackson, Secretary will represent NGCL at the EFCL AGM on April 30th and the motion provides authority for David to vote in favour of the motion that will be put forth at that meeting. On behalf of the NGCL Executive, David will

also seek clarification on expectations for further contributions, issue of ongoing maintenance and if leagues will be refunded should Phase 1 of the project not proceed after payment of 1 or more years of contribution.

- 7.3. Grant MacEwan Pool Extended Closure - Options for replacement– Donna Jackson – refer to written report
Tabled to May meeting. Executive were encouraged to review Donna's report, come up with any further options and prepare to make a decision at the May meeting for the preferred temporary replacement member perk in lieu of the Indoor Swim.
- 7.4. BBQ for June Soccer Wind-up – Purchase or Rent decision
Ryan and David will both looking into prices to purchase and this item was tabled to the May meeting. Steve will investigate if the current BBQ can be restored.
- 7.5. Information from Federal MP Laurie Hawn on funding options – Ryan Young – refer to written report
Ryan provided a great report and all Executive are encouraged to review the information it contains regarding new Federal Grants and the hints and tips for planning and preparation of grant forms.
- 7.6. Key Exchange / Security System update – Donna Jackson
Donna and Kurena both have the ability to delete or insert new security codes. Donna has created a secure tracking sheet for key / code assignments and shared with Kurena. Donna will contact Bruce Jakeway, Bill MacDonald and Rob Henderson to assign keys and insert access codes in the near future.
- 7.7. Fall Garage Sale Update: Announcement of New Date (Nov 3) and new Coordinator (Louise McKay)

8. CORRESPONDENCE/ANNOUNCEMENTS

- We received a letter stating the full amount of the STEP grant for the Summer Playground employee has been approved and provided registration number information to Jennifer Finnigan for her records.
- Alberta Gaming and Liquor Commission notice that we have zero balance on funds held past the two year limited.
- Notice from Foster Park Baskins that our NGCL insurance policy is due for payment

9. SPECIAL COORDINATOR & PROJECT REPORTS

- 9.1. Volunteer Appreciation Natalia Krawetz – see written report
- 9.2. 2012 Casino Update Bill MacDonald – see written report
- 9.3. Elizabeth Turner 2012 Community Day – Sept 15 2012 / 2013 60th Anniversary
- Elizabeth advised she will be following the same format as previous years for Community Day of Pancake Breakfast. With news of Neighbourhood Renewal taking place in 2013, we will have to taken into account the construction in the neighbourhood.

10. REPORTS – written reports required as we will have limited time

- 10.1. President David Van Meter

David recruited two Executive, Frank French and Ryan Young, to list on the Reliance Protectron. Donna will update the letter and forward to David for faxing.

Meeting Date	Description	Action - David Van Meter - President	Status	Update date	Completion
Aug 16 Exec	2009 Revenue Canada	Filed an appeal to reverse the \$2500.00 late filing fee for 2009 Revenue Canada return . Letter received that our account has been assigned to an officer and no collection action will be taken while we are in appeal process. We have not been sent a penalty yet for 2010 late filing. No further update to Apr 17, 2012	Pending	Apr 17 2012	
Jan 17 Exec	Fiddler Rental Issues	David has prepared a written reply to Fiddler's letter and advise of actions taken to rectify the deficiencies and issues they brought up. He will also advise that NGCL sees no need to swap storage space. David will also advise Fiddlers regarding trading their Thursday August 16 th date for an annual meeting date for no additional charge. David has prepared the reply but the Fiddler's last letter arrived before they received his reply. David will try and contact them regarding the storage door "swing" change requested. David has not heard anything further from the Fiddlers to Apr 17, 2012	Pending	Apr 17 2012	
Jan 17 Exec	Hall Cleaning	Issue a letter of understanding of expectations for Routine and Duties to Kaj - add regular cleaning of the water fountain. Find out if Kaj will require a helper for heavy duties such as the floors. Kai will be asked to put water down the bathroom floor drains at least once per month to prevent odours.	Pending	Mar 20 2012	
Feb 21 Exec	Office Staff	Working with Ryan to come up with an agreed upon list of duties for Kurena as well as a schedule for increase	Pending	Mar 20 2012	
Mar 20 Exec	Summer Liaison	Decide if you want some assistance with summer playground and summer hall camps liaison – no decision this month	Pending	Apr 17 2012	

10.2. Past President

Jim Bohun – regrets – see written report

10.3. 1st Vice-President

Bruce Jakeway

Bruce has registered to take the Casino course on May 17, 2012.

Thank-you to Natalia and her committee for the excellent ideas, organization and facilitation of the Volunteer Appreciation Event,

Bruce is very impressed considering this is a pilot of a completely new format and feels we are pulling it off very well.

Meeting Date	Description	Action - Bruce Jakeway – 1 st VP	Status	Update date	Completion
Apr 17 Exec	Neighbourhood Renewal	Collect information from members regarding Neighbourhood Renewal Traffic Issues and suggestions for Enhancement project	Pending	Apr 17 2012	

10.4. 2nd Vice-President

Rob Henderson

10.5. Secretary

Donna Jackson – see written report

Meeting Date	Description	Action - Donna Jackson - Secretary	Status	Update date	Completion
2012 update	Ops Manual Updates - Policies	EPS Agent Status Form, AGLC Web Account info, UPDATE BYLAWS, Tax Exemption, Societies Certificate, Revenue Canada annual update of contact information, Tripartite agreement terms Section C, Kitchen Keeper cleaning recommendations New AED Policy/Procedure, Hall Cleaning Contract, City of Edmonton Grant EFT email contact form,	Pending	Apr 17 2012	
Mar 20 Exec	Executive Contact	Prepare to update NGCL Executive and signing contacts: <ol style="list-style-type: none"> <input checked="" type="checkbox"/> EFCL <input checked="" type="checkbox"/> City of Edmonton <input checked="" type="checkbox"/> AGLC <input checked="" type="checkbox"/> Movie Criterion Pictures – Update address on file <input checked="" type="checkbox"/> Prepare bylaw change (Special Resolution) for President signature and Corporate Seal <input checked="" type="checkbox"/> Security Company Update of contacts – under President Review for faxing Banks Signature – can now proceed as we have a full Executive Board Prep for May Corporate Registry – Annual Filing <ul style="list-style-type: none"> 2011 Financials (copy) Letter 	Complete Complete Complete Complete Pending Pending Pending Pending	Mar 20 2012 Apr 02 2012 Apr 03 2012 TBD TBD	Apr 01 2012 Apr 02 2012 Apr 01 2012 Apr 02 2012 Signature Fax by DVM Waiting for application

10.5.1. AED Status Report

Donna Jackson

Battery Status is GREEN and supplies inventory taken on April 16, 2012 by Donna Jackson.

10.5.2. Cards

Agnes Brennan – see written report

10.6. Treasurer

Ryan Young – see written report

Meeting Date	Description	Action - Ryan Young - Treasurer	Status	Update date	Completion
Feb 21 Exec	Office Staff	Work with David to come up with an agreed upon list of duties for Kurena as well as a schedule for increase	Pending	Feb 21 2012	
Apr 17 Exec	Port-a-Potty	Proceed with a little more fact finding and contract one of the companies for May 1 – Sep 30 2012.	Pending	Apr 17 2012	
Apr 17 Exec	BBQ	Collect some quotations on a replacement GAS BBQ	Pending	Apr 17 2012	

10.6.1. Grants Coordinator

Melissa Logan – regrets - see written report

10.7. CRC

Jennifer Finnigan

Jennifer handed out the monthly minders and the 2012 Community Summer Programs booklets. She also had coffee cards, pens and mints to recognize all the volunteers who make up our Executive and thank everyone for all the great work they do on behalf of the North Glenora Community League .

11. STANDING COMMITTEE REPORTS – written reports requested

11.1. Sports

Guy Sopiwnyk

Guy had to leave at 9:00 p.m. David Van Meter advised he believes Guy has registered 8 more soccer players.

Meeting Date	Description	Action - SPORTS - Guy Sopiwnyk	Status	Update date	Completion
Mar Exec	Inventory	Soccer Inventory	Pending	Mar 20 2012	

11.2. Buildings & Grounds

Steve Twigg

Meeting Date	Description	Action - Buildings & Grounds - Steve Twigg	Status	Update date	Completion
Feb 21 Exec	Hall Heating	Hall Addition Furnace – Service Experts service contract status for old furnace (?) – new furnace will be under warranty – check contract to see when it expires and what it covers	Pending	Apr 17 2012	
Oct 18 Exec	Oct Maintenance	Clean Stove Filters – take to David Van Meters for hot water pressure washing now that the weather is warming up	Pending	Apr 17 2012	
Jan 17 Exec	Hall Lights	Will hire an electrician to address the light and ballast replacements – Tony Miner will be contacted Kai reported some lights out at the AGM - Janitor slop room?	Pending	Mar 20 2012	

Meeting Date	Description	Action - Buildings & Grounds - Steve Twigg	Status	Update date	Completion
Jan 17 Exec	Fire Inspection	Address deficiency list on report from Fire Inspector Chair room requires door stops – only wooden ones available	Pending	Apr 17 2012	
Jan 17 Exec	Front Step	Address wooden ramp at Front Door no later than Sep 01 – need a permanent fix	Pending	Apr 17 2012	
Mar 20 Exec	Rink Rehab	Coordinate a meeting of volunteers to find someone who will head up a committee and coordinate the work required	Pending	Mar 20 2012	

11.2.1. Kitchen Keeper

Vacant

11.3. Adult Programs

Margaret French / Rhonda Van Heyst – see written report

Margaret advised the annual liquor licence has now been purchased.

Margaret will meet with CleanIt-GreenIt regarding using our parking lot on the day of the Garbage Fair and will make sure that the school is not having a compost sale this year as a fund raiser. Margaret will supply lunch to Steve Twigg's Clean Up volunteers per previous years.

11.4. Family Programs

Vacant – see written report from movie coordinator

Pak and Play is now using our Hall every Tuesday at 9:00 a.m. for 6-8 weeks. David let them in on Tuesday and it was decided to issue them a key and renters code for access. They had 3 children attend on the first Tuesday.

11.5. 45 Plus

Agnes Brennan – see written report

Meeting Date	Description	Action - 45 Plus - Agnes Brennan	Status	Update date	Completion
Oct 18 Exec	Archive Albums	Check with Marge Lilley, Lil Stewart on ideas of how to identify residents in the pictures	Pending	Mar 20 2012	
Feb 21 Exec	Hall Rentals	Provide feedback from 45 Plus regarding policies for funeral teas for residents / community members – when to charge – when it is appropriate to bump other bookings	Pending	Mar 20 2012	

11.6. Hall Bookings

Vacant – see written report from Kurena

11.7. Historian

Andrea Laurie – see written report

11.8. Membership

Bill MacDonald – see written report

11.9. Neighbourhood Security

Pearl Biggar - nothing to report

11.10. Planning & Transportation

Suzanne McAfee / Dave Caskenette

Meeting Date	Description	Action - Suzanne McAfee	Status	Update date	Completion
Nov 15 Exec	T&P - NR	Neighbourhood Renewal – prepare advertisement for Newsletter per information provided by the City of Edmonton	Ongoing	Apr 17 2012	
Apr 17 Exec	T&P – NR	Advertise to members to forward any traffic concerns, enhancement project suggestions to Bruce Jakeway who will compile and forward to the City	Ongoing	Apr 17 2012	

11.11. Publicity

Frank French

Meeting Date	Description	Action NEWSLETTER - Frank French	Status	Update date	Completion
May	May Newsletter	Volunteer Board Positions left over from AGM Volunteer Appreciation Poster from Natalia/Donna May Movie Night – May Pub Night adverts May Garage Sale May Garbage Fair (Margaret French) May Park Clean Up Day (Steve Twigg) – advertise for Volunteers Neighbourhood Renewal Resident information	Pending	Apr 17 2012	

12. NEW BUSINESS

There was no new business.

13. ADJOURNMENT

Frank French moved to adjourn the meeting at 9:35 p.m.

NEXT Executive MEETING: Tuesday, May 15 2012 7:00 p.m.

Volunteer Appreciation : Friday, April 20 – 6:30 p.m. Salute to Volunteers 8:00 p.m. Pub Night to follow...

MLA Candidates Forum: Saturday April 21 – 1:00 p.m.

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Quotations for Furnace Replacement

submitted by Steve Twigg

Steve collected 2 quotations – see separate quotation sheets at back of reports

Quotation for Front Step Mud Jacking

submitted by Frank French

In February there was a chance at a grant so we sent out some requests to get the front slab lifted. Most replied that they couldn't do anything till spring and asked us to contact them then. So much for the grant.

Lifting level said they'd come out and give us a quote and send it to us. I said sure as it would give us an idea of the cost of lifting the slab vs replacement. Think we'd find lifting to be much cheaper. There are some firms that use a foam injection system too rather than concrete. Perhaps something to discuss at the next meeting. The attachment didn't like being forwarded it. The quote is for \$800 plus tax. I'll print out the quote sheet and bring it to the meeting.

Quotations for Summer Port-a-Potty

submitted by Ryan Young

Amount allocated in 2012 Budget \$1200.00

Port-A-Potty Quotes				
Request	1 Port-A-Potty to be Placed in the Park			
Time:	May 1 - Labour Day Weekend			
Note:	All quotes include hand sanitizer			
	All quotes include weekly cleaning			
Company	Quote / Month	Transport	Total Cost (including GST)	Other Comments
P-Pots	\$150	30	662	
P-Cann	145	included	609	
Thunderbox		included	672	new units, 2 ply toilet paper

Ryan's Comments:

Based on the quotes, the more we pay, the newer the toilet and better service (ie cleaning, 2 ply) we get. I'm assuming that NGCL wants to go with the P-Cann quote unless the contract I need to sign includes significantly more expenses .

I'm not exactly sure why but all of these quotes are significantly under the amount that we budgeted. My recommendation is that we extend the contract to include September as many families use the playground during that month as well. Even with an extra month, we'd still be under the budgeted amount. However; without direction from the executive, I'll only initially sign a contract until Labour Day.

MacEwan Cancelled Swim Program Replacement Options

submitted by Donna Jackson

We are expecting a refund from Grant MacEwan of \$617.65.00 for 1 year pre-payment covering May to Sept 2012. The time period of the pool closure is May 2012 to Jan 2013. The refund cheque is expected within 4-6 weeks.

We need to consider providing some optional physical activity opportunities to our membership to replace the membership perk of weekly subsidized Indoor Swimming.

- 1) As we do not have a family chair in place, the alternates may have to involve little or no administration by volunteers from NGCL unless someone steps up to take this on

Options to consider that would involve one time arrangement / payment with the City CRC:

- Participation in the City of Edmonton Outdoor Pool Program for Summer 2012 - \$600.00

In previous years , we participated using Oliver Outdoor Pool but found that the number of members using this summer swim was not worth the investment. Perhaps with a hot summer and no alternative – it could make the difference.

- Participation in the City of Edmonton Indoor Swim Program providing there is room for our league to participate at a nearby facility on the west end. i.e.: Jasper Place

Other Options – Volunteer Coordinators Would be Required:

- **Purchase Wellness Passes for admittance to City of Edmonton Recreation Facilities** and offer as first come at a reduced rate (Check with CRC if we can purchase at reduced rate as well)

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- **Purchase Passes to other City of Edmonton family attractions** (Zoo, Fort Edmonton)
 - offer to first come at a reduced rate
 - hold a lottery and have people submit their names for a draw
- **Purchase a replacement BBQ with our refund for bi-weekly potluck cookouts**

Find NGCL volunteer families to host an evening cook-out at the hall with families coming for potluck BBQ. This could occur once every two weeks during the summer with enough interested volunteers. Impromptu baseball, soccer games – or even arrange in conjunction with summer movie nights – feed the kids their hotdogs – turn on the movie

Perhaps we could arrange a bouncy castle be erected to attract and engage the young families. Pearl has one and we have residents in the Community who own a company – we could ask if they would like to erect at the Hall as free advertising or reduced fee.

We had families host a skating evening a few years ago and that met with some success.

Summary of Community League Meeting with Laurie Hawn, MP April 14th, 2012	submitted by Ryan Young
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Grant Information

1. The **Canada Student Jobs** program provides more funding than the STEP grant and we should be applying for it. Approximately 1/3 of all community leagues apply for it. Laurie Hawn has put Community Leagues on the priority list of organizations to be awarded. Edmonton-Centre was allocated \$435,000 for this past year. It is over-subscribed but about 60% of all applicants are awarded. Apply in late December – early January and awardees will be notified in April. This timeline may change for 2012/2013 and start earlier to give organizations more time to hire summer students.
 - a. Job with higher priority include one or more of the following: local initiatives, early work experience, supervisor/mentoring opportunities, provide adequate funding to students to save for school, promotion of official languages, or hiring “priority” students.
2. A new **Recreation and Infrastructure Improvement Grant** will start in the next year to replace the RINK grant program that recently stopped. (This grant is different from the provincial and municipal infrastructure grants). \$150 million has been allocated for this fund. It is expected that grants will range anywhere from \$25,000 - \$1 million dollars. For these grants, it is recommended that we bundle projects together and apply for a large amount. Laurier Heights applied during the last round and received \$275,000 to do a bunch of things including tennis courts and a new hockey rink. (The “new building” portion of their grant was rejected though). Grant applications have to be very detailed and will need to include detailed breakdowns of costs and timelines. The earlier we submit the request, the better chance that we may have. Projects that were suggested included: park development, playground upgrade, water park, tennis courts, hockey rink, parking lot. This grant will likely be handled by Western Diversification... more details to come sometime during the next year.
 - a. It really helps to get staff members from Laurie Hawn’s office to review the grant before submitting. They can help with proper bureaucratic wording. Plus, Laurie can help push the application through the system. He strongly encourages us to let him know of all federal grant applications. My opinion is that we also strike a committee to start looking at multiple projects that we can include in the grant request. I see the possibility of doing the same as Laurier Heights: one large grant request including the rink, playground upgrade, water park, tennis courts (?), front entrance repair and perhaps other building repairs (including the furnace). This way, they would likely approve some of our requests.

Other Gems

1. Many community leagues now use a standard email system such as president@ngcl.org or treasurer@ngcl.org rather than personal email addresses. Laurie also said that he has had difficulties contacting some community leagues because of changes in executive members.
2. Several community leagues are (i.e. Prince Rupert) are looking at partnerships with other non-profits including shared facilities. Apparently a lot of ethnic groups are interested in this.
3. Inglewood community league has found that if they can attract an ethnic community to rent their hall, they will repeatedly rent from them. (Somali, First Nations, Filipino and Muslim groups nearly book up all of their available time slots). This may be a way for us to increase our rental rates.
4. Inglewood Community has a full-time staff member. They have allocated 50% of that person’s time to grant research and writing. This community league is flush with funds and currently has about \$250,000 in cash sitting in the bank account. They also hold a poker night which raises a lot of money – and does not affect their casino grants.

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5. Several communities do not pay SOCAN fees. They simply refuse to. They respond to the SOCAN letters with "The EFCL is in the process of negotiating an agreement to cover all community leagues for SOCAN. We have reserved the right to not respond until this discussion is complete." I was not aware that EFCL was doing this.
6. CRA – if our appeal request is denied, we are to tell Laurie Hawn and he will see what he can do for us.
7. Many of the community leagues in this area share a common bookkeeper but at a rate of \$30 per hour.
8. Many of the community leagues use their casino funds to donate the maximum \$5,000 to school projects.
9. We have a very small catchment area for our community league but we have a very high membership rate. Oliver has 18,000 residents in their community while we have 1200 yet we both have about the same number of members.
10. Laurie Hawn will start writing short items for community league newsletters. They will not be politically focused but informational about programs that the feds are offering.

Meeting Date	Description	Action - David Van Meter - President	Status	Update date	Completion
Mar 20 Exec	EFCL AGM	Advise Donna if she can confirm you for the April 30 EFCL AGM Beacon Heights 4418 118 Avenue 6:30 p.m.	Complete	Apr 16 2012	Apr 16 2012
Aug 16 Exec	2009 Revenue Canada	Filed an appeal to reverse the \$2500.00 late filing fee for 2009 Revenue Canada return . Letter received that our account has been assigned to an officer and no collection action will be taken while we are in appeal process. We have not been sent a penalty yet for 2010 late filing. No update this month. Laurie Hawn has offered his assistance when Ryan met with him April 14 2012	Pending	Mar 20 2012	
Jan 17 Exec	Fiddler Rental Issues	David has prepared a written reply to Fiddler's letter and advise of actions taken to rectify the deficiencies and issues they brought up. He will also advise that NGCL sees no need to swap storage space. David will also advise Fiddlers regarding trading their Thursday August 16 th date for an annual meeting date for no additional charge. David has prepared the reply but the Fiddler's last letter arrived before they received his reply. David will try and contact them regarding the storage door "swing" change requested.	Pending	Mar 20 2012	
Jan 17 Exec	Hall Cleaning	Issue a letter of understanding of expectations for Routine and Duties to Kaj - add regular cleaning of the water fountain. Find out if Kaj will require a helper for heavy duties such as the floors. Kai will be asked to put water down the bathroom floor drains at least once per month to prevent odours.	Pending	Mar 20 2012	
Feb 21 Exec	Office Staff	Working with Ryan to come up with an agreed upon list of duties for Kurena as well as a schedule for increase	Pending	Mar 20 2012	
Mar 20 Exec	Summer Liaison	Decide if you want some assistance with summer playground and summer hall camps liaison	Pending	Mar 20 2012	
Apr 03 email	Hall Security	Fax Letter to Reliance Protectron for Security Contact Updates	Pending	Apr 03 2012	
Apr 17 Exec	NGCL Bylaws	Sign letter to Corporate Registry for Special Resolution to change bylaws	Pending	Apr 17 2012	

Past President

submitted by Jim Bohun

I am unable to attend the meeting on Tuesday, so please accept my regrets.

Regarding the swimming: I would lean towards either the outdoor pool (depending on the amount of access available), or the BBQ option. The latter is appealing IF we think enough opportunity for family events will manifest itself. Volunteers seem hard to come by lately....

Treasurer's Report

submitted by Ryan Young

1. Several adjustments still need to be made as directed by accountant (minor changes)
2. I have started to send out quarterly summaries to several committees with a list of all transactions in their account. This is to help ensure that you stay within your budget for the year. I am not doing this for every committee/account. If you want a summary and did not receive one, please let me know.

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	March 2012	Jan - Mar 12	Jan - Mar 11	2012 Budget
Ordinary Income/Expense				
Income				
45 Plus income	0.00	200.00	250.00	1,250.00
Adult Activity Income	171.00	1,432.00	821.63	6,600.00
Advertising News Letter Income	167.50	360.00	834.05	3,010.00
Casino Income	0.00	2,469.68	15,000.00	35,000.00
Donations income	0.00	300.00	1,873.15	0.00
Garbage/Garage Sale Income		0.00	174.53	500.00
Hall Rental				
Hall Rental Damage Deposits		0.00	0.00	0.00
Hall Rental Paid	1,010.00	7,872.50	5,535.00	15,000.00
Total Hall Rental	1,010.00	7,872.50	5,535.00	15,000.00
Interest	2.57	19.55	19.91	50.00
Membership Income	85.00	135.00	580.00	7,820.00
Playschool income				
Playschool monthly fees	970.00	3,633.00	2,350.00	9,400.00
Total Playschool income	970.00	3,633.00	2,350.00	
Soccer Income			3,155.00	5,400.00
Total Income	2,406.07	16,421.73	30,593.27	
Expense				
45 Plus Activities		0.00	7.35	650.00
Accounting Fees	0.00	157.50	0.00	3,100.00
Admin - Bank Charges	0.00	0.00	105.33	100.00
Admin - Depreciation	1,208.73	3,626.19	0.00	14,504.79
Admin - Insurance	279.50	838.50	0.00	3,794.00
Admin - Licenses/Fees	0.00	0.00	481.25	1,610.00
Admin - Meeting Expenses	51.79	51.79	33.59	700.00
Admin - Office Supplies	0.00	91.31	420.89	1,500.00
Adult Activity Expense	395.45	1,068.92	956.50	6,600.00
Advertising Newsletter Expense	481.95	1,118.62	1,695.47	7,682.00
Appreciation Dinner Expense	400.00	400.00	200.00	2,350.00
Family Activity Expenses	0.00	840.00	1,352.28	1,860.00
Grounds-Gas	136.14	453.38	441.96	1,500.00
Grounds-Power	238.80	676.67	667.57	2,500.00
Hall-equipment repairs/upgrades	210.25	546.18	1,321.12	7,400.00
Hall - Gas	295.29	773.90	1,135.94	3,400.00
Hall - Janitorial	855.38	2,578.58	2,710.21	12,000.00
Hall - Power	351.00	1,066.54	1,161.48	5,500.00
Hall - security	46.10	138.30	138.30	720.00
Hall - Telephone, internet	111.91	330.47	336.47	1,380.00
Historian expense		0.00	73.01	400.00
Hockey/Rink Program Expense		0.00	20.74	0.00
Office Manager Payroll	642.67	2,465.41	3,062.70	10,000.00
Playschool Expenses	1,059.47	3,323.05	3,396.10	16,000.00
Total Expense	6,764.43	20,545.31	19,718.26	
Net Ordinary Income	-4,358.36	-4,123.58	10,875.01	

Meeting Date	Description	Action - Ryan Young - Treasurer	Status	Update date	Completion
Feb 21 Exec	Office Staff	Work with David to come up with an agreed upon list of duties for Kurena as well as a schedule for increase	Pending	Feb 21 2012	

April 17, 2012 North Glenora Community League Executive Meeting - Reports

Category	Description	Status
- 8 hours	<ul style="list-style-type: none"> Posted Executive Meeting Package (Agenda, Minutes, Filed Reports) on website Created and distributed draft agenda, reports for April 17 Executive Meeting Office filing / Photocopying Check & Sign off for April AED inventory 	
NGCL Website – 4 hours	<ul style="list-style-type: none"> Post Minutes, current newsletter, contacts, current NGCL Program and Event advertisements per April Newsletter and updates from Executive 	Ongoing
Communications – 3 hours	<ul style="list-style-type: none"> Review and Email Updates to Executive and Event co-coordinators with information related to their portfolios Update bulletin boards and contact lists, Hall security/Emergency signage 	Ongoing
Miscellaneous - 8 hours	<ul style="list-style-type: none"> Meeting with Kurena regarding Security System instructions and updates Creation of Hall Access Control Master List (keys and codes) Volunteer Appreciation Meetings, Swag Bag Stuffing 	Completed
AED – 10 minutes	<ul style="list-style-type: none"> April 17 – Battery check and Inventory 	Completed

CARD REPORT

submitted by Agnes Brennan

Congratulations

Steve and Linda Twigg - new grand daughter

Thinking of you

Catharina Fraser - ear surgery

Eunice Minkler - hospitalized/cancer

Bradshaw, Cy - recovering from surgery

Farewell

Norma Taylor - moving to B.C.

Sympathy

Kozak - family at Stella's passing

Beckman/Turner - loss of David's son-in-law in Florida

Happy Birthday

Bachen - Heather special birthday

45 PLUS ACTIVITIES REPORT

submitted by Marg Pratley

- April 27th – Pot Luck Supper – Entertainment by Ed Smith and Alan Moorehouse
- May 5th - Garage Sale – Three Tables

ADULT ACTIVITIES REPORT

submitted by Rhonda Van Heyst

No events from this past month to report since March was one of the few months that pub night was before our last executive meeting and we reported then.

The liquor license is “in process” and we should have it in hand in a couple of weeks or less so well in time for the new dates we need in June.

Here is the info about the next pub night for the executive to get inspired about:

Bring your “Honey” on down to enjoy some Fallentimber Mead at our **Mead in May tasting party**. Of course we will have the usual beer, wine and coolers too. Did you know that mead (Wine made from honey rather than grapes) is known as the ancestor of all fermented drinks and there is evidence that it was made as early as 7000cBC? That means it is even older than North Glenora’s roads!

Pub Night this month is on the 11th of May, a week earlier than the usual time; from 8 pm to 11 pm. It is the evening before the Garbage Fair so bring your items to hand in to that event if you are not able to come the next day. Also – this is the month of our first Summer Reading Exchange. Bring a book, or two or three and take some books home to read on those warm summer days.

Oh – and bring some snacks . . . honey nut Cheerio’s , honey bread, Baklava, honey bacon??? And there will be some really “sweet” door prizes too.

Volunteer Appreciation Event

submitted by Natalia Krawetz

Some 70 volunteers are coming and with the guests they will be bring with them the total is about 130. We are planning for about 50 more because who knows? And if the weather is nice, people might just want ice cream

Any questions or issues, please contact me.

April 17, 2012 North Glenora Community League Executive Meeting - Reports

Membership and Casino Report

submitted by Bill MacDonald

Membership

Six members have been added since March – all were previous members in 2010/11 who had not renewed until now. I met with Kurena to discuss office administration for membership documents and initiate planning on how we will work together during the membership drive in August and September.

Casino

I attended the Alberta Gaming and Liquor Commission course on completing the casino license application documents, and will attend the course on use of proceeds. Bruce Jakeway, 1st Vice President is also registered for a course. We now have 15 volunteers signed up; as of April 10 nobody had responded to the call for volunteers in the April newsletter. Dave Hill and I will have a table at the Volunteer Appreciation Event to encourage more to sign up. After that we will start calling individuals.

Movie Night Report

submitted by Jennifer Domanski

We showed Chip Wrecked on Friday night to 15 adults and 28 kids. All went smoothly. Our former popcorn supplier, Popcorn Plus, has closed. As it is I am not sure if they are closing permanently or they are just finding a new location. I am still looking into this. The supplier I used (Popcorn Shoppe) charged \$10.00 more a bag, even after negotiations. The location is also far from here so I am looking at other options. I am thinking of getting Ice Age, Dawn of the Dinosaurs for May movie night. It is a old movie, but there wasn't anything suitable as a pre-release. Ice Age 4 is coming out this summer?? *****Reminder that there is a date change next month and the movie will be shown on the third Friday of the month (May 18th) which is the long weekend.**

Historian Report

submitted by Andrea Laurie

- Currently preparing a pictorial slide show / Power Point presentation for the Volunteer Appreciation Event on April 20.
- Recently added 2011 pictures to North Glenora's Flickr photo stream for viewing.
- Pricing out portable external hard drives for safe storing digital photographs. (All Photos to be back up on a CD or flash drive in case of damage, loss or fire)
- Creating an inventory system/spreadsheet to catalogue North Glenora Memorabilia that is currently stored in the cabinet.

Meeting Date	Description	Action - Family Activities - VACANT	Status	Update date	Completion
Jan 17 Exec	NGIP Coord	Cara Roemmich recruiting for her replacement	Pending	Jan 17 2012	
Mar Exec	Exec Mtgs	Who will act as Executive Committee contact for Family Activities RECRUITING...	Pending	Mar 20 2012	
Mar Exec	City Summer Programs	Playground / Summer Camp liaison – David Van Meter is currently listed. He is still considering having other contacts?	Pending	Mar 20 2012	

Meeting Date	Description	Action - HALL BOOKINGS - VACANT	Status	Update date	Completion
Sep 20 Exec	Rental Contract	Review of Rental Contract by Rental Committee required due to contradictory cleaning clauses – crossing out clause in new contracts	Pending	Mar 20 2012	
Jan 17 2012	Hall Rentals	Prepare HALL RENTALS Manual with guidelines, contract update, check list for renters, etc.	Pending	Mar 20 2012	
Jan 17 2012	Key Security	Continue recruiting for Hall Bookings chair - look after the keys and security system – check hall condition after rentals	Pending	Mar 20 2012	

Meeting Date	Description	Action - 45 Plus - Agnes Brennan	Status	Update date	Completion
Oct 18 Exec	Archive Albums	Check with Marge Lilley, Lil Stewart on ideas of how to identify residents in the pictures	Pending	Mar 20 2012	
Feb 21 Exec	Hall Rentals	Provide feedback from 45 Plus regarding policies for funeral teas for residents / community members – when to charge – when it is appropriate to bump other bookings	Pending	Mar 20 2012	

Meeting Date	Description	Action - Suzanne McAfee	Status	Update date	Completion
Nov 15 Exec	T&P	Neighbourhood Renewal – prepare advertisement for Newsletter for JUNE Residents Sessions – book hall date(s)	Ongoing	Mar 20 2012	

April 17, 2012 North Glenora Community League Executive Meeting - Reports

Meeting Date	Description	Action NEWSLETTER - Frank French	Status	Update date	Completion
May	May Newsletter	Volunteer Board Positions left over from AGM Volunteer Appreciation Poster from Natalia/Donna May Movie Night – May Pub Night adverts May Garage Sale May Garbage Fair (Margaret French) May Park Clean Up Day (Steve Twigg) – advertise for Volunteers Neighbourhood Redevelopment Resident sessions	Pending	Mar 252012	

Meeting Date	Description	Action - SPORTS - Guy Sopiwnyk	Status	Update date	Completion
Mar Exec	Inventory	Soccer Inventory	Pending	Mar 20 2012	

Meeting Date	Description	Action - Buildings & Grounds - Steve Twigg	Status	Update date	Completion
Feb 21 Exec	Hall Heating	Hall Addition Furnace – replacement quotations – McKinley (Service Experts) service contract status for old furnace (?)	Pending	Mar 20 2012	
Oct 18 Exec	Oct Maintenance	Clean Stove Filters – take to David Van Meters for hot water pressure washing – may try Hall Dishwasher	Pending	Mar 20 2012	
Jan 17 Exec	Hall Lights	Will hire an electrician to address the light and ballast replacements – Tony Miner will be contacted Kai reported some lights out at the AGM - Janitor slop room?	Pending	Mar 20 2012	
Jan 17 Exec	Fire Inspection	Address deficiency list on report from Fire Inspector Chair room requires door stops – only wooden ones available	Pending	Mar 20 2012	
Jan 17 Exec	Front Step	Address wooden ramp at Front Door for winter –arrange permanent fix during spring 2012 to jack up the slab – Frank French forwarded a quotation via email	Pending	Mar 20 2012	
Mar 20 Exec	Rink Rehab	Coordinate a meeting of volunteers to find someone who will head up a committee and coordinate the work required	Pending	Mar 20 2012	

Quotation

Date April 10, 2012

To Steve Twigg

Fax XXXXXXXXXXXXXXXXXXXX

Phone 587-783-8482

E-Mail sptwigg@yahoo.com

Site Address: North Glenora Community League 13535-109A Avenue

Thank you for the opportunity to provide you with the following quote. This quote is valid for 30 days from date of printing and all prices are subject to change after 30 days.

Scope of Work

To replace the furnace as after inspecting the furnace with the camera it was revealed the heat exchangers are cracked.

- 95.5% high efficient furnace
- 20 year heat exchanger warranty
- 10 year parts warranty
- All necessary code upgrades
- Complete installation
- Recycling of existing furnace
- Standard digital thermostat if necessary
- 24/7 emergency service
- 100% satisfaction guaranteed
- 10 year labour warranty if annual maintenance is performed by Capital Plumbing in accordance to warranty regulations.
- Includes permits

Total price to complete the above scope of work is \$ 4,780.00 exclusive of GST.

General Conditions

Charge out rates for any additional work will be billed at an hourly rate of \$90.00 for standard labour and \$110.00 per hour for Technical Supervision plus parts if necessary. All additions, deletions or amendments will be pre-authorized by the owner or owner's representative on a signed purchase order and added to the original quote. (We acknowledge that, in some job sites there are decisions made by site superintendents due to immediate circumstances where a telephone call and verbal agreement will suffice)

Material on site will be considered the property of Capital Mechanical Plumbing & Heating Ltd. Until such time as invoices are paid in full for each installation.

Terms of Payment (O.A.C.)

- A deposit may be required on projects that require special order materials. Re-stocking charges will apply if items are returned.
- Invoices will be issued upon completion of each stage of work ie: groundwork, rough-in, final, boiler start-up, etc.
- Invoices are due in full upon receipt and are not subject to Mortgage draws or financing.
- Interest will be charged at a rate of 2% per month, 26.84% per annum on all unpaid balances and will include all legal and collection fees.
- Capital Mechanical Plumbing & Heating Ltd. Reserves the right to charge a service fee of 4% to the entire amount of the invoice if paying by credit card.
- All work will be suspended in the event of overdue accounts and a lien will be placed on the property 38 days after invoicing if not paid.

Please note that we are not responsible for the following: repair, painting patching of any drywall, tile replacement, any cutting, coring, GPR and/or X-ray, or the finishing of concrete if it becomes necessary. Any unforeseen problems encountered under the slab will be billed as an extra on top of the quoted price. This will include improperly graded plumbing pipes, electrical conduits and plumbing fittings. Any damage done to fixtures delivered to site or left on site will be the responsibility of the client unless the damage is caused by one of our employees. The quoted price is subject to change to the extent that changes occur in freight rates, import duties, sales taxes or foreign exchange rates should they apply.

Standard allowance has been made for overtime work. The majority of work will be done during regular business hours Monday through Friday excluding statutory holiday. Should regular overtime work be necessary, at the request of the owner or the owner's representative, a premium may be charged in addition to the quoted price.

Warranty

All workmanship and labour performed by Capital Plumbing & Heating Ltd. is under warranty for a period of 365 days (1 year) and all parts and material supplied by Capital Mechanical Plumbing & Heating Ltd. are subject to manufacturer's warranty. **Labour warranty only will apply for parts not supplied by Capital Mechanical Plumbing & Heating Ltd. This will only apply for faulty installation and no warranty is implied or expressed for parts failure.**

If this proposal is acceptable, please sign below and initial each page and return a copy to our office.

Signature

Date

Print Name

Should you have any questions, please do not hesitate to contact me at the above phone number. We look forward to working with you in the near future.

Yours truly,
Gregg Weir



**Service Experts Heating and Air Conditioning
West Branch**

11122 – 156 Street, Edmonton, A.B. T5M 1Y1

www.serviceexperts.ca

Phone: (780) 474-1483 Fax: (780) 474-0539

PROPOSAL

To: North Glenora Community Hall 13535 – 109A Avenue Edmonton, AB T5M 3Z4	Telephone: (587) 783-8482	Date: 4/12/2012
	Fax Number: (780)	Cell Telephone: (780)
Attention: Steve		Job Name/Location: Furnace Replacement

We hereby submit specifications and estimates for:

Supply materials & labor to install one Engineered Air XE-225 down flow furnace, complete with:

- New venting
- Gas hook up
- Electrical hook up
- Removal and disposal of old unit
- Gas/heating permit

In the amount of: \$8385.00 + G.S.T.

Please sign and fax this proposal to our office upon approval of quotation. If you use purchase order numbers please indicate this as well.

If project requires structural engineering, mechanical engineering, or removal of asbestos, the cost is extra to quoted price.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: _____ dollars (\$ - as above -).

Payment to be made as follows: **Net 30 days from date of invoice**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, windstorm and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance.

Authorized Signature: Doug Olsen

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Signature: _____

Date of Acceptance: _____