



North Glenora Community League
13535 109A Avenue
Edmonton AB T5M 3Z4
www.ngcl.org
email: ngcloffice@gmail.com

SIGN-OFF

Minutes for Executive Meeting held on November 20, 2012

Secretary's Signature


Donna Jackson, Secretary

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

President's Signature



















David Van Meter, President

January 15, 2013
Date

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

- 1. CALL TO ORDER.** Establish Quorum (8) for any Motions required
- 2. APPROVAL OF THE AGENDA**
- 3. APPROVAL OF THE PREVIOUS MINUTES**
- 4. FINANCIAL MATTERS / REQUESTS**
 - 4.1. Budget Preparation – Deadline for submission – 2013 Budget Meeting – Ryan Young
- 5. BUSINESS ARISING FROM THE MINUTES** Amendment 5.0 Marg Bowler, Event Idea
 - 5.1. Introduction of new CRC, Chris McMorran
 - 5.2. Neighbourhood Renewal Update – Suzanne McAfee / Bruce Jakeway
 - 5.3. Hall Snow Shovelling Arrangements – David Van Meter
 - 5.4. Hall Janitorial Update – David Van Meter
 - 5.5. Solar Panel Program Update – Frank French / Melissa Logan /Ryan Young
 - 5.6. Park Redevelopment / Rink Rehab Project Update – Jim Bohun – Ryan Young
 - 5.7. Update of Status of Revenue Canada Late Filing Penalties - David Van Meter
 - 5.8. Membership Fee Adjustment Proposal – Bill MacDonald
- 6. CORRESPONDENCE/ANNOUNCEMENTS**
- 7. SPECIAL COORDINATOR & PROJECT REPORTS**
 - 7.1. 2013 60th Anniversary Update **Elizabeth Turner**
- 8. REPORTS**
 - 8.1. President **David Van Meter**
 - 8.2. Past President **Jim Bohun**
 - 8.3. 1st Vice-President **Bruce Jakeway**
 - 8.4. 2nd Vice-President **Rob Henderson**
 - 8.5. Secretary **Donna Jackson**
 - 8.5.1. AED Report Donna Jackson
 - 8.5.2. Cards **Agnes Brennan**
 - 8.6. Treasurer **Ryan Young**
 - 8.6.1. Grants Coordinator **Melissa Logan**
 - 8.7. CRC Report **Chris McMorran**
- 9. STANDING COMMITTEE REPORTS**
 - 9.1. Family Programs Vacant
 - 9.2. 45 Plus **Agnes Brennan**
 - 9.3. Hall Bookings **Vacant**
 - 9.4. Historian **Andrea Laurie**
 - 9.5. Neighbourhood Security **Pearl Biggar**
 - 9.6. Planning & Transportation **Suzanne McAfee / Dave Caskenette**
 - 9.7. Publicity **Frank French**
 - 9.8. Sports **Guy Sopiwnyk**
 - 9.9. Buildings & Grounds **Steve Twigg**
 - 9.9.1. Kitchen Keeper Vacant / Marg Pratley
 - 9.10. Adult Programs **Margaret French / Rhonda Van Heyst**
 - 9.11. Membership **Bill MacDonald**
- 10. NEW BUSINESS**
 - 10.1. Nominations Committee
 - 10.2. Christmas Tree Decorating
 - 10.3. President's Dinner Planning
- 11. ADJOURNMENT**

NEXT Executive MEETING: Tuesday, January 15, 2013 7:00 p.m.

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		Chris McMorran	✓		
Standing Committee Chairs					
Adult Activities		Rhonda Van Heyst Marg 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 Caskinette	✓ ✓		
Sports Activities		Guy Sopiwnyk	✓		
OPTIONAL					
Welcoming Committee		Elizabeth Turner	✓		
Kitchen Keeper		Marg Pratley	✓		
Guest		Marg Bowler	✓		
Guest		Marie-Jo Bruneau	✓		

1. CALL TO ORDER. Establish Quorum (8) for any Motions required

Bruce Jakeway called the meeting to order at 7:00 p.m. Quorum was established with 10 voting members present.

2. APPROVAL OF THE AGENDA

The published agenda was amended to add Marg Bowler under Item 5.0

Ryan Young moved the agenda be approved as amended with Frank French seconding. The motion was passed.

3. APPROVAL OF THE PREVIOUS MINUTES

Ryan Young moved the October 16th Executive Meeting Minutes be approved with Bill MacDonald seconding. The motion was passed. Donna and Bruce completed the sign-off sheet for the October meeting minutes.

4. FINANCIAL MATTERS

4.1. Budget Preparation – Ryan announced the deadline for submission from all Executive Members is Dec 15, 2012.

- Ryan will be sending out an electronic budget format this year for executive to complete and return to him.

4.2. Ryan Young proposed the 2013 Budget Meeting be held on Saturday January 19th from 9:00 – Noon and has requested Kurena reserve the hall that morning for the meeting. The Executive will be reminded of the meeting in January.

5. BUSINESS ARISING FROM THE MINUTES

5.0 Marg Bowler presented a proposal for Adult Activities to host the Popowich Show on February 26, 2013. She will help sell tickets, arrange refreshments and help advertise. The charge for the show is \$577.50.

Tickets would be priced at \$10.00.

Frank French moved to approve funding of \$650.00 subject to sufficient volunteers coming forward and our adult program coordinators are willing to sponsor the event. Jim Bohun seconded and the motion was put to a vote which passed with no one opposed. Frank took the information to give to Margaret French. Marg Bowler needs to confirm the February 26th date by December 5, 2012.

5.1. Introduction of new CRC, Chris McMorran. Chris advised he can assist with any upcoming events by providing Community Service leaders to help out.

5.2. Neighbourhood Renewal Update – Suzanne McAfee / Bruce Jakeway

Bruce has submitted a written report and potential plan for 139 Street/109A/B intersection which was discussed at length. The Executive are very grateful for all Bruce's efforts towards the Neighbourhood Renewal. After reviewing the plan, the feedback from the Executive was to ask the City for one additional stop sign at 139 Street and 109B Avenue South Bound as many school children cross at that location. Bruce will also be approaching Jane Batty regarding the 111 Avenue/135 Street intersection by Westmount Mall that has come to our attention by many residents as a real hazard because the lanes do not line up.

5.3. Hall Snow Shovelling Arrangements – David Van Meter

David submitted a written report in his absence requesting that Frank advertise in the newsletter. Frank will also phone the two young neighbourhood shovellers who advertise to see if they would be interested in doing the sidewalks at the hall. As the parking lot also needs cleaning, Steve will try and contact Fred Gill to arrange for snow clearing to be paid at an agreed upon rate.

5.4. Hall Janitorial Update – David Van Meter

David's report advised that the contract is under review and amendment before further interviews are held.

5.5. Solar Panel Program Update – Frank French / Melissa Logan /Ryan Young

Frank presented his written report – see page 9 of the reports.

5.6. Park Redevelopment / Rink Rehab Project Update – Jim Bohun – Ryan Young

- Ryan has submitted a report and Melissa has submitted the grant forms for the federal government grant.

5.7. Update of Status of Revenue Canada Late Filing Penalties - David Van Meter – no update this month

5.8. Membership Fee Adjustment Proposal – Bill MacDonald

- Bill submitted a written report for the executive to review and discuss. Currently the revenue from membership amounts to approximately 5% of the annual income
- The executive will put the new membership fee structure on the agenda for the Annual General Meeting on March 12, 2013 for approval from the membership.

6. CORRESPONDENCE/ANNOUNCEMENTS

- Preschool Inspection – Our playschool passed with inspection held on Oct 26 2012
- Safe Parent is relocating their office
- Commerce News and News from the Legislature
-

7. SPECIAL COORDINATOR & PROJECT REPORTS

7.1. 2013 60th Anniversary Update **Elizabeth Turner**

- Elizabeth advised she had nothing new to report for this month via email and in person

8. REPORTS

- | | |
|--|---|
| 8.1. President | David Van Meter – see written report |
| 8.2. Past President | Jim Bohun – nothing to report |
| 8.3. 1 st Vice-President | Bruce Jakeway – nothing further to report |
| 8.4. 2 nd Vice-President | Rob Henderson - regrets |
| 8.5. Secretary | Donna Jackson - see written report |
| • Leagues Alive Update information | |
| • No bylaw changes for AGM March 13 2013 | |
| 8.5.1. AED Report | Donna Jackson – see written report |
| 8.5.2. Cards | Agnes Brennan – see written report |
| 8.6. Treasurer | Ryan Young – see written report |
| • Ryan will arrange for Kurena's bonus per budgeted amount | |
| 8.6.1. Grants Coordinator | Melissa Logan - see written report |
| 8.7. CRC Report | Chris McMorran - nothing further to report |

9. STANDING COMMITTEE REPORTS

- | | |
|--|--|
| 9.1. Family Programs | Vacant |
| 9.2. 45 Plus | Marg Pratley – see written report |
| 9.3. Hall Bookings | Vacant - see written report from Kurena |
| 9.4. Historian | Andrea Laurie |
| • Andrea has received no response regarding cookbook submissions. She will keep checking | |
| • Andrea has updated the FLICKR account with more photos – available from our www.ngcl.org website link | |
| 9.5. Neighbourhood Security | Pearl Biggar – no report |
| 9.6. Planning & Transportation | Suzanne McAfee / Dave Caskenette – nothing further to report |
| 9.7. Publicity | Frank French – see written report |
| • The executive discussed some alternatives to monthly newsletter – quarterly – every two months. | |
| • Frank will enquire about the carrier bag replacements. | |
| 9.8. Sports | Guy Sopiwnyk |
| • Guy will be looking for a soccer coordinator and Frank will advertise in newsletter. | |
| • If we do not have a coordinator in place, the NG residents will be playing for different CL teams. | |
| 9.9. Buildings & Grounds | Steve Twigg |
| • Steve has reserved the hall for a Rink Meeting for volunteers on December 1 between 10-11 a.m. Frank will advertise in the newsletter for volunteers interested in creating and maintaining the family rink in the multi-purpose area. | |
| • Steve and Ryan will work at getting rid of the 2 nd water meter that we are paying \$35.00 for but not using. | |
| 9.9.1. Kitchen Keeper | Vacant / Marg Pratley |
| • Marg advised she has been washing the tea towels and still maintaining the kitchen. | |
| • Marg advised that the volunteers need to have some instruction on using the dishwasher and ensuring that it is drained and cleaned after use. | |
| • Marg is willing to assist with duties for the new Janitorial contract. | |
| 9.10. Adult Programs | Margaret French / Rhonda Van Heyst – regrets – see written report |
| • Further potlucks have been tabled to the January meeting | |
| 9.11. Membership | Bill MacDonald |
| • Bill advised that Kurena has completed the membership list and once it has been validated, copies will be available upon request. | |

10. NEW BUSINESS

- | | |
|---|--|
| 10.1. Nominations Committee | |
| • Donna requested that Frank advertise in Newsletter – March 13 2013 AGM | |
| • Marie-Jo offered to assist Bruce with contacting volunteers to assist on the Executive Committee for 2013-2014. | |
| 10.2. Christmas Tree Decorating | |
| • Donna will email Kurena to see if she and Autumn will decorate again this year. | |
| • Donna will email Agnes to send a card to Autumn thanking her for decorating. | |
| 10.3. President's Dinner Planning – tabled to January 2013 meeting | |

11. ADJOURNMENT

- Frank French moved to adjourn the meeting at 8:50 p.m.

NEXT Executive MEETING: Tuesday, January 15, 2013 7:00 p.m.

Budget Meeting: Saturday January 19, 2013 9:00 a.m. - Noon

Nov	Decorate Christmas Tree
Nov	<u>Executive Meeting:</u> AGM: - Establish Nominations Committee - Determine if bylaws require amendment; finalize Announcement of budget submission requirements. BUDGET: Review financial statements and set budget parameters for upcoming budget.
Nov	Announce date & plan PRESIDENT'S RECOGNITION EVENT for January
Nov/Dec	SUMMER PROGRAMS: Review City of Edmonton day camps available to run in summer; request camps & choose weeks through CRC
Nov/Dec	BUDGET: All Executive prepare budgets for their programs or areas of authority for the upcoming year and submit to the Treasurer by December 15
Dec	NO EXECUTIVE MEETING NO NEWSLETTER DEADLINE - NO JANUARY NEWSLETTER
Dec	FINAL MEMBERSHIP STATISTICS to be received for this year (used for Operating Grant application)
Dec 15	BUDGET: All executive to submit budgets for their programs or areas of authority for the upcoming year to the Treasurer
Dec/Jan	Put away holiday decorations.
Dec/Jan	RECORDS UPDATES: - Prepare/update relevant CDs of archived information - Key inventory – update on CD - Newsletters (move hard copies of previous year to archive files) - Purge files and move archival materials for transfer.
Dec 31	FISCAL YEAR END Ensure all filings have been done or are planned – WCB, Taxes, GST recovery, Insurance paid, prepare year-end statements, etc.

Sorry I am not able to attend the meeting tonight. Here is an update on the action items:

- We are all aware that Kaj Iversen passed away last week, I think that it would appropriate to make mention in the news letter of his service to the league.
- Marg Bowler would like to be added to agenda to propose an adult activity.
- I am working on finding a snow shoveler but I think that Frank should advertise.
- Rob Henderson contacted me and mentioned that he would not be able to make the meeting. He has also accepted a new position that will make it hard for him to attend Tuesday meetings in the New Year. He would like to know how we would like to handle this change.
- Donna and I had attended the EFCL regular meeting on October 23, 2012. The main points of discussion were:
 - Changes to the mature neighbourhood overlay and low density housing(see attached)
 - Promotion of the Leagues Alive conference and Tradeshow
 - NGCL has a perfect attendance at the EFCL meetings (only 9 other leagues have 100% attendance)
 - Promotion of community day in September
 - The successful launch of the Solar program
- One other couple has expressed interest in the custodial work at the hall but we have decided to hold off on our interviews until we are able to review and amend our contract.

David attached information about the Mature Neighbourhood overlay and low density housing information



October 26, 2012

Reference No.: 114405624-001

TO: Mayor Stephen Mandel

Office of the Mayor and Administration

Administration frequently uses variances.

amendment would not change the current limitations that prohibit the amendments allow for greater latitude for the amount of is to be consistent with the characteristic of development for the application is that, where a proposed garage was consistent with application could be approved as a class "A" development (no

ed in the media, the front attached garage amendments have that the proposed amendments will neither increase nor it attached garages. Rather, they will reinforce the MNO's urhood character. Administration is prepared to provide further hed garages within the MNO through our Public Hearing

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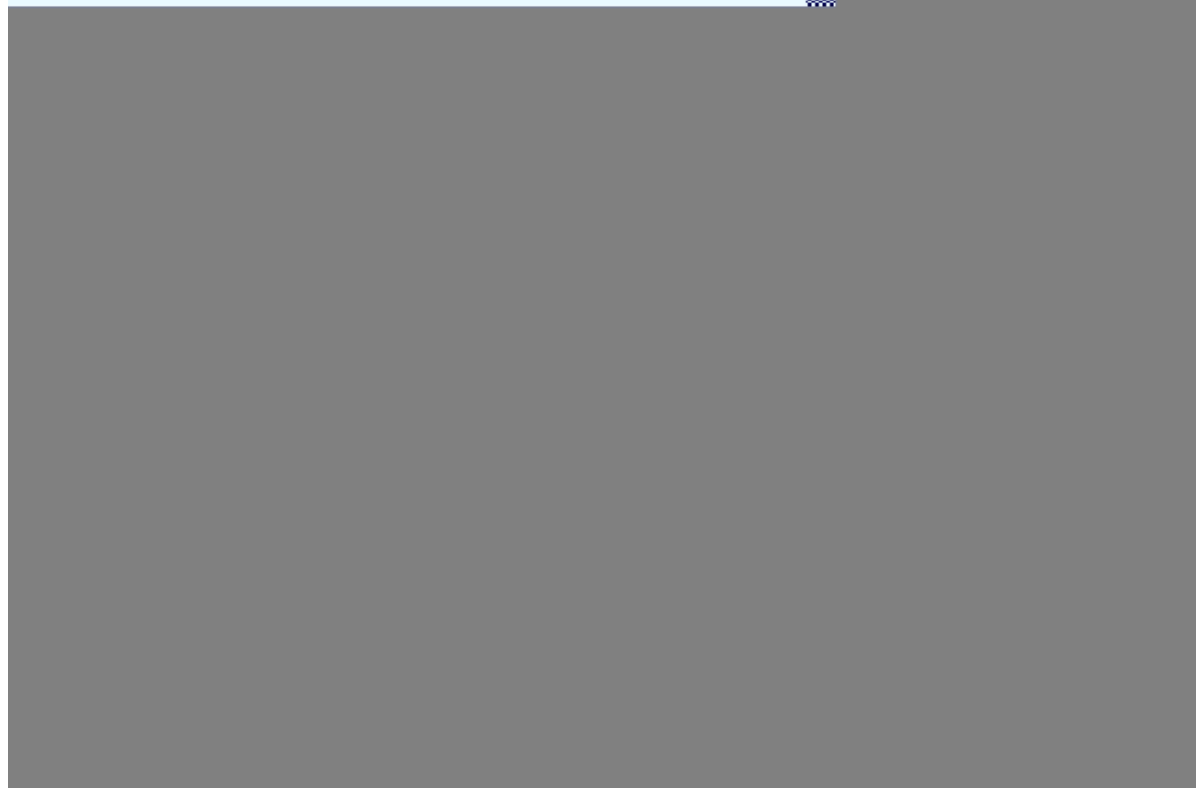
anager, Sustainable Development

choice. To deal with this issue

The proposed Zoning Bylaw an front attached garages. Instead garage projection and width so majority of the blockface. The the character of the block, the notices).

I want to state that, as express been misinterpreted. The fact decrease the opportunity for fr emphasis on respecting neigh clarification regarding front atta presentation on Monday.

cc: Gary Klassen, General Manager
Alayne Sinclair, City Clerk



Park Redevelopment Report**Submitted by Ryan Young**

A planning meeting was held this past month to make concrete plans for the rink area and rink shack. We intend to tear down the existing structure in the spring and have it rebuilt during the summer of 2013 if funding allows. Thanks to the hard work of Melissa, we submitted a grant application for a grant available from the federal government. We plan to submit a proposal to another grant in early 2013. Our hope is to obtain a total of \$70,000 in grants and to spend \$20,000 of our own funds for this project.

1st Vice President Report**Neighbourhood Renewal Report****Submitted by Bruce Jakeway**

After a long two months of pounding the pavement, the Street Light Brigade finished collecting signatures and submitted a list to the City on November 1. I believe we were able to get owners of 53.9% of North Glenora properties on board with the upgraded street lights. On November 8 the City confirmed that we had owners of enough properties on board to proceed with the upgrade. I wish to thank all the members of the Street Light Brigade for their hard work:

Carolyn Aarnoutse
Costa Benincasa
Jim Bohun
Ben Campbell
David Caskenette
Joe Chivers
Darren Cunningham
Chet Domanski

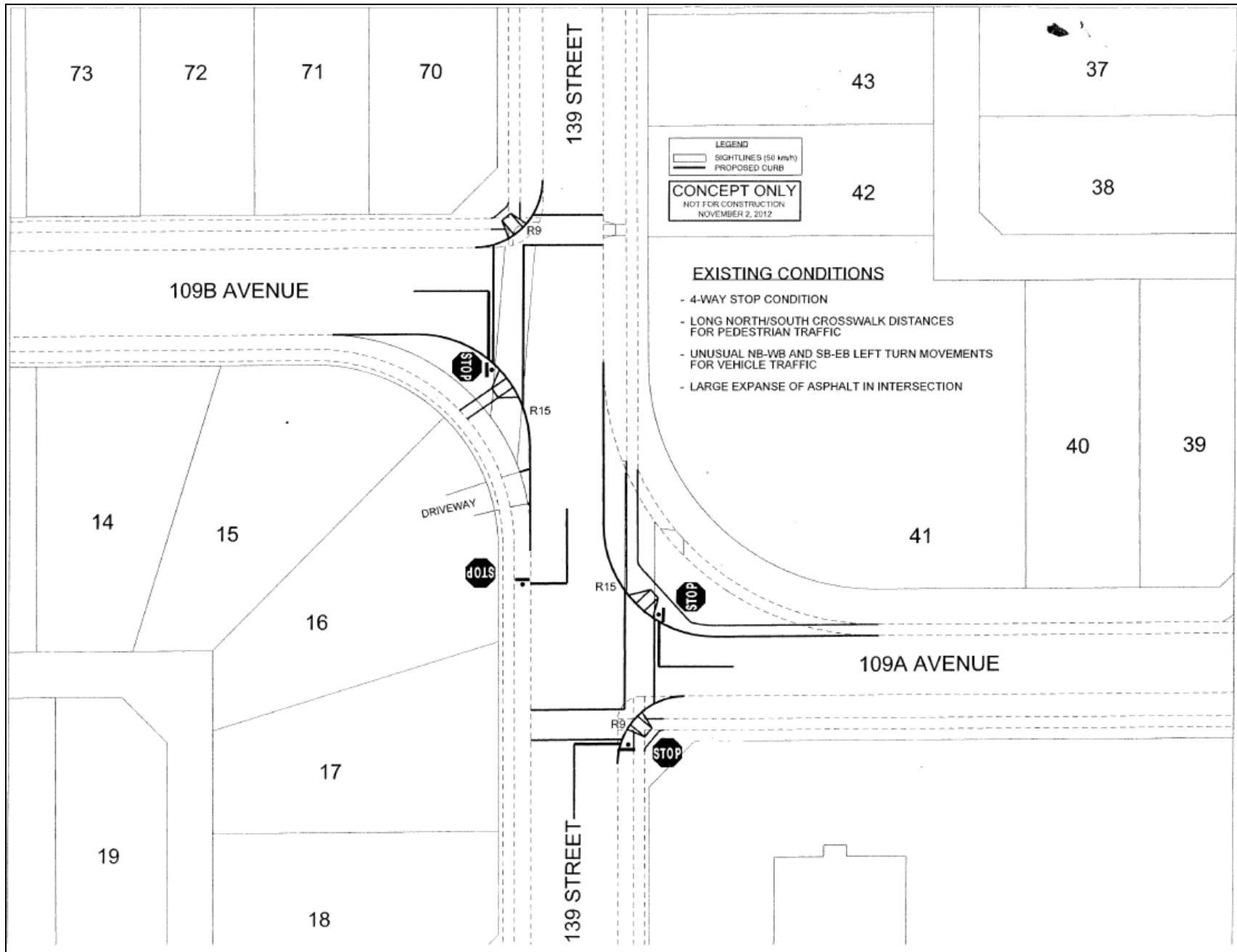
Laura Graham
Rob & Sarah Henderson
Ken & Mary Ann Hughes
Harvey Humbke
Michael Klapwyk
Graeme & Connie Marsham
Suzanne McAfee
Marg Pratley

Jeff Schurek
Guy Sopiwnyk
Tony Thibaudeau
Melodie Tower
Marianne Vriend
Gail Yakemchuk
Ryan Young

On November 15, Tim Brockelsby and I met with the City to discuss the neighbourhood reconstruction. We met with Councillor Jane Batty on November 16 as well. Among other things, we discussed:

- the intersection at 109 A/B Ave and 139 St
 - The City produced an alternative plan for the intersection at 109 A/B Ave and 139 St which addressed many of the concerns expressed by the residents of North Glenora.
- not narrowing 139 St
 - The City also stated it would not narrow 139 St.
- plans to mitigate shortcutting and implement traffic calming I was pleased with the outcome of both meetings
 - The City was not willing to implement additional traffic calming measures at this time, although Councillor Batty was willing to help us find a solution to this.

The City hopes to send out notices about the reconstruction effort in mid-January, complete with options about how to pay for the upgrades and how to voice opinions against the upgrades. The City will then schedule the third consultation with the community about two weeks later, likely at the end of January or the beginning of February.



Teen Opportunities**Submitted by Elizabeth Turner / Donna Jackson**

Donna has sent an email to school contacts on November 4 – no responses to date:

From: Donna Jackson [mailto:nateware@telusplanet.net]

Sent: November 4, 2012 5:25 AM

To: 'autarky@telus.net'; 'diane.hill@epsb.ca'; 'suehuff@telus.net'

Cc: NGCLComm:Elizabeth Turner(Welcome); NGCLExec:David VanMeter

Subject: North Glenora Community League invites proposals for teen programming

This is a follow-up to the conversation you had recently with Elizabeth Turner of the North Glenora Community League.

During a recent planning and strategy session, the NGCL Executive Board set out some action items for serving our residents more effectively and expanding our partnerships with our greater community. One of these strategies was to look for interest in teen programming directly from students attending our local IB schools, Coronation, Westminster and Ross Shep because of the IB requirement that students become volunteers. The teen programming would be expected to meet the social needs of a wide range of students living in the North Glenora neighbourhood, not just those attending the IB program. We would like to see student-initiated ideas that students are interested in attending. The program would require adult coordinators to assist and supervise during the events held at our hall.

The North Glenora Community League is equipped to provide the space, time slots, and advertising via our newsletter and website. Teen programming would fall under our Family Activities portfolio.

We invite your student leaders, in cooperation with their student volunteer coordinators, to submit proposals to the North Glenora Community League to see if we can fill a gap of engaging teens who reside in our community.

Proposals can be sent via email or presented in person at a Community League Meeting. Please contact ngcl_secretary@telus.net for more information.

TREASURER'S REPORT**Submitted by Ryan Young**

Bank Balances as of Oct 31,2012

TD Casino	\$ 7,603.94	TD Chequing	\$8, 381.15	RBC Casino	\$ 1,381.20
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1. We have received noticed that we will be receiving \$76,690.96 from the casino in the summer. It should be in our RBC account by the time of our monthly meeting. This amount is approximately \$4,000 more than what we received in 2010.
2. Family Activities account is now over-budget by \$48.87 because movie night submitted receipts. I have contacted Chet and Jennifer and more receipts are to come in December.
3. We budgeted \$150 for Kurena's bonus at year-end. I'd like a short discussion on what we should send.
4. I am in the process of giving each committee their budget worksheets for 2013 year. Please ensure that you have them back to the office (or emailed to me) by Dec 15th.
5. Our next meeting is January 15th. I'd like to propose **January 19th (9am to noon)** as a budget planning session.

NGCL Reports

2012-11-20

		Oct 12	Oct 11	Jan - Oct 12	Budget
Income/Expense					
Income					
	45 Plus income	0.00	200.00	450.00	1,250.00
	Adult Activity Income	1,433.00	877.00	4,504.53	660.00
	Advertising News Letter Inc	437.50	460.00	1,835.00	3,010.00
	Appreciation Dinner Income	0.00	0.00	14.00	350.00
	Casino Income	0.00	0.00	39,044.00	35,000.00
	Donations income	450.00	0.00	755.00	
	Garbage/Garage Sale Income	0.00	0.00	205.17	
	Hall Rental				
	Hall Rental Dama	0.00	0.00	0.00	
	Hall Rental Paid	2,412.50	462.50	13,287.50	
	Hall Rental - Other	0.00	0.00	1,195.00	15,000.00
	Total Hall Rental	2,412.50	462.50	14,482.50	
	Interest	0.33	10.01	32.12	50.00
	Membership Income	2,190.00	2,740.00	7,935.00	7,820.00
	Office photo copier income	32.40	0.00	32.40	
	Operations Grant	0.00	0.00	8,999.00	
	Playschool income				
	Playschool mont	865.00	1,035.00	11,028.00	9,400.00
	PLayschool Reg	50.00	0.00	900.00	600.00
	Playschool incom	0.00	0.00	488.00	
	Total Playschool income	915.00	1,035.00	12,416.00	
	Soccer Income	0.00	360.00	4,180.00	5,400.00
	Total Income	7,870.73	6,144.51	94,884.72	
Expense					
	Accounting Fees	0.00	0.00	157.50	3,100.00
	Admin - Bad Debts	145.00	0.00	245.00	
	Admin - Bank Charges	10.34	7.92	50.32	100.00
	Admin - Depreciation	1,208.73	12,030.29	12,589.20	14,504.79
	Admin - Insurance	0.00	279.50	2,236.00	3,794.00
	Admin - Licenses/Fees	0.00	0.00	1,317.86	1,610.00
	Admin - Meeting/Expenses	0.00	0.00	619.14	700.00
	Admin - Office Supplies	0.00	137.55	1,017.18	1,500.00
	Adult Activity Expense	752.14	845.87	3,577.15	6,600.00
	Advertising Newsletter Expense	935.26	636.67	6,137.92	7,682.00
	Appreciation Dinner Expense	0.00	0.00	1,266.76	2,350.00
	Casino Expense	0.00	0.00	29.00	50.00
	Community Swim Expense	0.00	1,575.00	-617.65	
	Family Activity Expenses	326.19	0.00	1,908.87	1,860.00
	Grounds-Equipment Repairs	-7.00	0.00	995.60	31,250.00
	Grounds-Gas	57.40	55.81	973.15	1,500.00
	Grounds-Power	165.67	166.61	1,921.18	2,500.00
	Hall-equipment repairs/upgr	0.00	206.49	891.63	12,400.00
	Hall - Gas	79.04	116.14	1,640.72	3,400.00
	Hall - Janitorial	1,036.45	991.38	9,851.82	12,000.00
	Hall - Power	369.97	668.33	3,364.58	5,500.00
	Hall - security	46.10	46.10	461.00	720.00
	Hall - Telephone, internet	112.43	109.28	1,098.58	1,400.00
	Memberships expense	108.19	0.00	464.63	627.57
	Office Manager Payroll	1,019.82	712.84	8,354.58	10,000.00
	Playschool Expenses	2,164.31	1,445.58	12,038.96	16,000.00
	Soccer Expenses	0.00	0.00	3,478.20	5,485.00
		8,530.04	20,031.36	76,068.88	
	Net Income	-659.31	-13,886.85	18,815.84	

GRANTS REPORT**Submitted by Melissa Logan with regrets**

I will have submitted the NGCL Rink Renewal Project Plan for the for the Community Infrastructure Improvement Fund. This grant would provide us with matching funds to create a four-season multi-use sports area from an existing out-dated rink and rink shack. Along with the money the NGCL has already committed to this project, we will be applying for the CLIP grant offered by the city to help fund the remainder of the project. This grant is due in March.

SECRETARY REPORT**Submitted by Donna Jackson****Period –October 16 2012 – November 19 2012**

I have drafted a contract and submitted to Rummy Dabgotra who has volunteered to re-design and host our www.ngcl.org website. We have set a deadline of March 31 2013 as a tentative completion to co-inside with the change over in NGCL Executive and in time for the NGCL 60th Anniversary as a rebranding and revitalization of our on-line presence for current and past residents of North Glenora.

Category	Description	Status
Annual Secretarial Duties - 15 hours	Attend EFCL meetings, League Development and REACH <ul style="list-style-type: none"> October 23 – EFCL RGM at Britannia Community League October 25 – REACH - Community Safety Conversation & Workshop at Westmount November 3 - Leagues ALIVE! 2012 The 3rd Community League Trade Show and Conference Mayfield Inn 	Completed
Monthly Secretarial Duties – 8 hours	<ul style="list-style-type: none"> Prepared October meeting minutes and handouts Forward Action items to Executive Committee members Distribution of minutes as required to Executive, EFCL, CRC Posted Executive Meeting Package (Agenda, Minutes, Filed Reports) on website Created and distributed draft agenda, reports for Nov 20 Executive Meeting Office filing / Photocopying / Sign Cheques Check & Sign off for November AED inventory 	Completed for Period
NGCL Website – 8 hours	<ul style="list-style-type: none"> Post Minutes, current newsletter, contacts, current NGCL Program and Event advertisements per Summer Newsletter and updates from Executive Draft contract for review of volunteer web designer and NGCL Executive 	Ongoing
Communications – 1 hour	<ul style="list-style-type: none"> Review and Email Updates to Executive and Event co-coordinators with information related to their portfolios 	Ongoing
Miscellaneous 2 hour	<ul style="list-style-type: none"> Provided access for new Garage Sale coordinator (keys, code) Yoga Contract revisions review, printing, signatures Email school contacts to invite proposals for teen programming 	Completed
AED – 10 minutes	<ul style="list-style-type: none"> November 19 – check and record 	Completed

AED Status Report**submitted by Donna Jackson**

- Battery Status = Green
- Inventory = checked and complete – November 19, 2012 by Donna Jackson

MOVIE NIGHT COORDINATOR**Submitted by Jennifer Domanski**

We are showing **Polar Express** in December.

60th Anniversary COMMUNITY DAY Planning**Submitted by Elizabeth Turner with regrets**

I have nothing of significance to report at the NGCL Nov 20th meeting and will not be attending.

Card Report	Submitted by Agnes Brennan with regrets
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- ◆ Thinking of you
 - Kaj Iverson - hospitalized with kidney failure
 - Shirley Kaley - cancer treatment
 - Dorothy Biamonte - hospitalized with pneumonia
 - David Beckman - not well, missed holiday to Hawaii

- ◆ Sympathy
 - Cy Bradshaw - loss of his brother
 - Marie Iverson and Family - loss of Kaj
 - Family of Elaine Parker - at her loss

CRC Report	Submitted by Chris McMorran
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From: Susan Meunier [mailto:Susan.Meunier@edmonton.ca]

Sent: November 14, 2012 2:27 PM

Subject: Introducing Your New CRC!

Hi everyone,

I am happy to share that you now have a permanent CRC assigned to your community.

Chris McMorran will now be your CRC. Chris brings a diversity of experience to the position and we are happy that he has joined the west CRC team. He is excited to start working with you.

I appreciate your patience during the hiring process and wish you all the best in your projects ahead.

Chris can be reached at:

780-944-5534 chris.mcmorran@edmonton.ca

His office is in the same location as Jennifer's 110, 11410 - 149 Street

Chris is planning to attend your meeting on Tuesday and, as I requested previously, will need a few minutes on the agenda to discuss program plans for next year.

Take care and thank you!

Susan Meunier. Community Recreation Coordinator – West City of Edmonton Ph. 780-944-5450

HALL RENTAL REPORT	Submitted by Kurena Adams
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October 2012

Private hall rental	20-Oct	50.00	\$50.00
Private hall rental	21-Oct	210.00	\$210.00
		4x	
Fiddlers	Oct 4,11,18,24	162.50	\$650.00
Total			\$910.00

45 Plus REPORT	Submitted by Marg Pratley
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October 26 – Cards and Games with Refreshments – Attendance = 10

December 7 – Christmas Pot Luck Supper – Entertainment by Jim Bennett

MEMBERSHIP REPORTSubmitted by **Bill MacDonald**

The following tables indicate the membership statistics for the past decade and the membership fees for the years prior to 2005, those since 2005/06, and a suggested restructured fee schedule for the next year.

YEAR	FAMILY	SENIOR	SINGLE PARENT	ADULT	TOTAL
2001/2	121	113	21	99	354
2002/3	102	121	24	96	343
2003/4	104	111	21	78	314
2004/5	97	119	24	95	335
2005/6	107	107	26	89	329
2006/7	105	98	33	99	325
2007/8	112	83	22	119	336
2008/9	130	97	18	110	370
2009/10	128	98	19	101	351
2010/11	96	89	6	93	305
2011/12	107	96	7	123	333
2012/13	93	98	15	131	337
Average	110	103	19	100	336

Membership Fees

Category	from 2005/06	Previous
Family (2 adults + 3-17 yrs.)	\$35	\$30
Family (2 adults + under 3 yrs.)	\$25	?
Family, single parent	\$20	\$15
Adult (18 yrs. and older)	\$25	\$20
Senior, couple	\$15	\$10
Senior, single	\$10	\$10
New resident	free	?

Note: the family (2 adults + under 3 yrs.) rate was not set in the last rate schedule approved at the 2006 AGM; it was added sometime since then, and does not appear to have been approved at any AGM.

Changing the NGCL Membership Fees

The executive has expressed a desire to simplify the rate schedule that we have. It has been nearly eight years since the current rates were set, and the cost to run the hall has increased. This year our membership fees from the canvassing drive brought in \$7260, which is about 5% of our current budget. Whatever the changes suggested, some people will not be happy. We could try to set fees to increase the amount collected, or try to reduce the number of different fees, which means some members might pay more, and some pay less. What follows is a suggested structure as a starting point, with three rates of \$35, \$25, and \$15, but still based on the family, adult and senior named categories that we are used to.

- **Family:** two adults and their children of any age, or multi-generational family of parents, children, grand-parents. This could include a single parent living with his/her children and other family members. \$35
- **Single Parent Family:** One adult living with his/her children. \$25
- **Adult:** One or more adults 18 years and older. \$25
- **Senior:** One or two or more individuals, all of whom are 65 and older. \$15
- **New Resident:** Free for the balance of the year (September to August), and free for the next year if moving into the neighbourhood in June – August.

The changes in the rates mean that families who have children under 3 years old will pay \$10 more than the current rate, single parent families will pay \$5 more, single seniors will pay \$5 more, and couples who have only one individual who is 65 or older will pay \$10 more (which is the rate that they have been paying when both have been under 65).

The move to a membership based on the residence will mean that a family with parents, children of any age, and perhaps having grand-parents (either seniors or younger than 65) in a single residence will pay only for one membership, and not have to pay two or three different fees.

Proposed Membership Fees

Category	2013/14	
Family	\$35	any ages
Family (single parent)	\$25	
Adult, 1 or more	\$25	18 - 64
Senior, 1 or more	\$15	all 65 or older
New resident	free	

ADULT ACTIVITIES

Submitted by Rhonda Van Heyst / Margaret French

October 2012 Adult Activities Report

Scrapbooking – 10 people at \$40 each = \$ 400.00
 Expenses 326.03
 Difference (income) 73.97

Next one booked for February

Pub Nights- Beer tasting was a success. About 45-50 people attended. We sold out of all the specialty beer we purchased and also a lot of the other inventory. This event put Adult Activities in the black nicely with \$321 in sales. Mind you . . . now we need to go and shop again! We have increased our float of loonies and twonies to \$30 so Rhonda wrote a cheque to the league for \$306 since we did not feel comfortable leaving cash in the office. Marg and Rhonda count the cash sales together for security and accountability.

Next pub night will be right after the November Pot Luck, we will need to shop again. Marg and Rhonda will sort of “host” the thing by setting up and putting the tables, chairs, dishes and cutlery out with the condiments the league owns. We have asked for help with the clean up since we need to move over to do the pub night. What will we do for beverages for the pot luck supper? We have lots of soda pop we could put out and charge \$1 each. If the executive thinks that is worth a try we can pick up a few more non-cola ones. Could make some juice crystal mixes too and not charge, and of course coffee and tea and ice water.

Yoga - new contract has been reviewed and signed on November 17 covering 2013. Yoga will be held on Monday nights after Brownies – all cleared with Kurena. The main changes in the contract from 2012 to 2013 are:

- 1) Class night changes
 - 2) Class changes to 6 nights rather than 8
 - 3) There is a new pay scale for classes of 8-10 people. Like in the contract for 2012 NGCL will not lose any money for the smaller classes, in fact for all the pay scales we will make \$30-90+ per class series.
 - 4) The class fee of \$65 for 6 classes is set out in the contract as written:
 - d) Class fee for participants will be \$65 for a six week session. If there are a minimum of 6 participants registered, partial registrations will be accepted with payment to Instructor based on total balance of payments divided by cost of one full session fee. (example: 6 full session registrations and 3 half session registrations = 7.5 people registered = Instructor pay scale of \$60/class)
 - 5) There is also a new section to address illness of the instructor which specifies:
 - c) Class will be taught by a substitute teacher arranged and chosen by the Instructor’s with permission by a community league executive member, paid for by the Instructor
- All other parts of the contract are the same.

Potluck Update: The Potluck was poorly attended and one of the attendees was unhappy that it was not done like the 45+ ones where people could just pay to attend rather than bring some food.

I am not sure what they think the definition of "pot luck" is . . .

The event may have been poorly attended because

- a) it is not really a pre-pub night event and should perhaps happen before the kids movie night
- b) the Playschool fundraiser was the next night so families needed to select which event they attended. This probably also impacted the number of people at pub night.

We will not have a pub night on December 21, it is not a month that a lot of people come out since there are so many other events, and also it is so close to Christmas.

Solar Panel Report	Submitted by Frank French
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I have been in touch with Rob Harlan the Executive Director of the Solar Energy Society of Alberta about the EFCL Solar Systems.

He has stated that all design work has been completed. The permits for Parks, Development, Building and Electrical will be in hand by the end of this month.

As winter is upon us they have decided that it is best to do the actual installation work in early Spring. Roofs will be safer and less vulnerable to damage. We look forward to having a grand opening at each league in March or April.

I was asked by the energy Audit people to check the count of light fixtures and bulbs in the main hall the other week and completed that and reported the total to them. At the same time I recovered two balls and a paper airplane. Work on the energy audit is continuing but we have no idea when will we receive the report.

There was some concern from other areas that funding was set up for this years budget and delays may effect things there. I would be concerned with the grant money so I will email Allan Bolstad, Executive Director at the EFCL and see if that's going to be a major issue.

HALL RENTAL REPORT	Submitted by Kurena Adams
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I have been in discussion with Jason Ross here in the community who has expressed some interest in taking on the newsletter. I know Donna has been talking with a web designer about changing over the web page so that publicity committee can handle the updates with minimal input from the designer. Not sure if Jason will step over but there is some interest expressed.

One of the bigger concerns mentioned by Jason was content and that one we haven't solved. It would be good if we could have regular contribution and even some articles from the executive about what is going on in the neighbourhood. Would help keep people informed and maybe generate some interest.

The change over in distribution seems to be working well with a few minor issues to straighten out. Haven't heard anything more about carrier bags but I will be in touch with distribution before the next issue and will be sure to mention the bags.

Thanks to Elisabeth Turner we have been in touch with the Westmount branch of the Library and they supply a quarterly article to local neighbourhoods and we're now on their distribution list and will be including their articles.

I mentioned quarterly as it would be one way to cut costs and with the web and email communication might be something to consider.

Garage Sale REPORT**Submitted by Louise McKay**

Signage Coordinator: David Caskenette

Set up and Tear Down Volunteers: Rhonda and Daniel Van Heyst, Harvey Humbke

NGCL Garage Sales November 3, 2012 was a success! Thank you to all the volunteers for helping out. Special thanks to David Caskenette for taking the leftovers to Goodwill. I would also like to thank Cara and her volunteers from the North Glenora Play School for taking on the concession, although unfortunately, the concession was not a success compared to pas events. Whether or not a concession is viable should be discussed for May 4th event. St. Albert Pathfinders have offered to man the concession for the May 4th garage sale to raise funds for their upcoming trip and I would like to discuss with the powers that be whether this is possible or not.

This year's prices to take a table were raised from \$8.00 to \$10.00 for Community League members and from \$12.00 to \$15.00 for non-community league members

Table Rentals

Number of tables rented by members: 26 X \$10.00 = \$260.00

Number of tables rented by non-members: 5 x \$15.00 = \$75.00

 Total table revenue \$335.00
Advertising

Edmonton Journal \$45.52

Examiner (4 city quadrants) \$80.25

 Total advertising cost \$125.77

Considering not advertising in Examiner next time as it was not delivered in our area in time for the sale and I was given the royal run around when asked for an explanation and possible refund or partial refund.

Total Profit: \$209.23

NGCL Action Plan

	NGCL Action Plan	For consideration	
Potluck/Pub Night	16-Oct-12 meeting=discussion & planning	survey	"how to serve NGCL..."
Volunteer follow-up		encourage small starts	
IB program	Donna & Elizabeth	strengthen communication lines	
60th Anniversary	Possible Community League Day tie-in?	unfilled positions	
Building Maintenance	expand scope	rink succession planning committee planning policy development	

Possible NGCL Opportunities

League of Community Leagues	info share job share
grant/fundraising	
small events	pot luck BBQ
youth engagement	IB Trend
Family events	BBQ potluck movie
Adult events	Pub night
follow previous leads	human contact
follow-up existing relationships	
increase partnerships/communication	
social media	

Current NGCL Partnerships

EPS	
library	
school	
church	
seniors' housing	
soccer	Cooperation with surrounding leagues
Woodcroft	Agreements to share their rink availability for our Kids movie night

Threats facing NGCL

building maintenance	Costs / sustainability of structures on the backs of volunteers
competition	other programs available that are not community based
lifestyle shift	More global than local
school closure	
volunteerism	More and more expectations of volunteer sector every where – expected to cover services that levels of government used to deliver