

Prince Rupert Community League Meeting

Date: Monday, April 18, 2016 @ 7:00pm

Location: Central Lion's Recreation Centre

Attendance:

Victor Dorian, Brandy Harris, Chris Goossen, Ralph Dyer, Pam Chaillard, Reagan Gee, Sandra Lee, Sherry, Gloria, Rodney, Sharon, Roxanne Foster

Regrets: Tim Gourlay, A.J. Chouinard, Demetrius Garanis, Tony Spencer, Lindsay Johnson

1. Call to order: Meeting called to order at 7:00pm
2. Attendance: Taken/ Brandy taking minutes.
3. Agenda: Add Email Distribution Item 4A after the approval of the minutes. **MOTION:** Pam motioned to approve the agenda as amended; Ralph seconded; all in favour.
4. Minutes: **MOTION:** *Amendments:* Discussed Item 8: Remove * and revise with "This is a draft budget approved by the board at this time and it will need to be formally approved at the AGM in June. Change AGM Date of Monday June 9th to Monday, June 6th. Revise "addressed" to "discussed" in Making Good Progress paragraph in President's Report. Ralph motioned to approve the March 21st, 2016 minutes as amended; Brandy seconded; all in favour.
- 4A. **Email Distribution:** Make sure the correct database is being used for minutes. Jan McNeil, Sherry, Sandra, and Rodney are missing February and March minutes. **ACTION:** Victor to ask Lindsay to confirm email list. Need to make sure we are communicating with the community properly including the agenda and minutes being posted on the webpage monthly. Communication and recruiting volunteers is an ongoing issue. Use the AGM as a way to reach out and have a section on the agenda to brainstorm how the league can communicate better.
MOTION: Pam motioned to mail out a newsletter about the AGM to the Community; Ralph adds: we will advertise the AGM by way of a newsletter and this time for sure will go out by post to reach every household of the community including the houses and apartments. It should go out a month before the date – and have it on the website, Facebook and emailed out to membership. Ask the membership for input to add to the newsletter – and ask for help and volunteers.
5. **President's Report:**
 - AGM DATE: Monday June 6th – Financial statements will need to be audited by two members of the board. So far only AJ has volunteered to help out. Perhaps we have a 3rd party do the audit as we have only had internal audits done for at least 5 years. **MOTION:** Pam motions to have an external audit done and get 3 quotes for this; Chris seconded; all in favour. The board agrees that the Treasurer has the power to get the best quote and have it done and forward the findings to the board.
 - Community League Infrastructure Program; the application was submitted on time.
 - Victor is still attending meetings every Wednesday for the Partnership. Pivotal Project Manager and the City of Edmonton are always present. The City had questions and concerns about the business case document. The partnership has been working on addressing their concerns. One major concern is Prince Rupert's approval of the Business Plan which has not yet been done. Victor has emailed the City's concerns and emailed a list of board's questions and answers to the board for discussion and feedback.
 - Ralph has resigned from the Aurora Place Building Committee and we do not have a replacement as of yet. Can community members be on the building committee, or does it have to be a board member? Could they be a director at large? There should definitely be two people on the Building Committee. The daytime meetings are a big problem for recruiting volunteers as most people work full time. We need to have proper representation at these meetings, so is it possible to push to have evening meetings for better attendance by PRCL?

-Is there a better way to store the information that needs to be shared that everyone can gain access to? Could we use Basecamp the way the partnership does? Reagan says most community leagues just update their documents to their webpages. We need to revamp the website and make it more user friendly the way Pam had brought up previously.

ACTION: Add webmaster discussion to the agenda for the next meeting and Pam will bring back the proposal.

-There is a meeting scheduled on May 2nd between the partners which starts at 7:00pm. (Meet and greet from 6:30-7:00pm) The 3 Partnership Boards and the City of Edmonton will be present. It is a way to get everyone caught up on the Aurora Place Project. Pivotal will be facilitating the second part of the meeting which does not yet have an agenda. Victor welcomes input and questions prior to this meeting. We could still follow up after this meeting with a facilitated meeting for just the PR Community.

6. **Grant Applications (CLOG & Big Bin):**

- Chris – nothing to report – it will be done by the end of April.

7. **Social Director's Report, Mayday:**

MOTION: Pam motions to increase the Mayday budget from \$1000, to \$1500.00; Chris seconded; Discussion: Do we rent tents, or do we purchase tents for repeated use?

-Thank you cards/gift cards for Casino volunteers: Thank you presentation at the May Day event to the volunteers – have a microphone to announce what is going on and for special guests such as David Eggen or Randy Boissonnault. May 28th from 10:00am-2:00pm in the Rink. Community safety presentation about needles and homeless people. Victor has emailed our new Community Constable Stacey and we are hoping she can come to our event as well for questions and discussion. Add to Facebook, email. Agree to add this to the mailed out newsletter by Lindsay.

ACTION: Reagan to follow up with having the grass mowed beforehand. ; All in Favour of Motion.

MOTION: Sandra motions to spend up to \$300 on a tent(s) for the event; Roxanne seconded; all in favour.

Swimming: Do we keep paying for our use of the facility or do we cancel it? It is almost \$1000 / year and very low attendance. Ralph will check out whether or not we are still paying for it or not, and if we are, we need to add it to the newsletter and facebook. Ralph will not reinstate paying for it without board approval, so we will discuss it at the next meeting.

8. **Homeless Issues:** Lindsey responded to an email from a resident about the issues with the homeless and needles being found.

9. **Treasurer's Report:** - Will table the draft budget at the AGM.

-Starting to incur major Aurora Place expenses. Total contribution so far has been around \$70,000 so far over the last few years. Would like an answer about how much the ATA has contributed to date.

-Ralph will follow up tomorrow with an email that provides all of the statements for the month.

-Ralph has resigned from the 2 party representation for the Partnership Building Committee as stated in his email sent to the board on March 31st, 2016.

10. **Website Posting:** Victor, Lindsay and Ralph have been discussing how to advertise the Aurora Place project. It was agreed that whatever gets posted needs to be vetted by the board beforehand. Ralph presented a document to the board that he is hoping we agree to post on the webpage. The City has noticed that none of the 3 partners have very much information on their websites about the Aurora Place project and we should. The partnership group commissioned a traffic impact assessment, and they feel it should be made public on the website. Add a spot on the website for comments to collect information and get a general pulse for community's opinions. We agree that this information should go on the webpage, but the preamble should be worded to encourage people's comments and feedback to go with the information. Who will respond, or will it be at the next meeting?

ACTION: Ralph and Lindsay to put together a preamble for approval by the board before posting the information on the webpage.

11. **EMAILED MOTION:** Demetrius motioned to approve a \$250 contribution to the City of Edmonton's Greenshack Program; Ralph seconded; all in favour at the meeting.

12. **Central Lion's 50th Anniversary:** Add a request for volunteers on Facebook, website and in newsletter.

13. Playground Committee: Nothing to report – will at next meeting as we are running out of time.
14. **Signage:** Lindsay put together 3 options: no sign, rent a sign, or purchasing a sign. Table to next meeting. There is a city process for signage. ACTION: Reagan and Lindsay to discuss the process for this.
15. We have been allotted for the first Quarter of 2018.

Other Items Tabled to next meeting.

Meeting adjourned at 9:06 pm

Next regular monthly meeting to be May 16th, 2016