

Prince Rupert Community League meeting minutes

Wednesday, November 9, 2016 7-9pm

Central Lions Recreation Center, room 12

1. Call to order
2. Welcome and introduction of guests
Attendance: Tony S., Barbara S., Victor D., Sandra W., Ralph D., Heather O. (CRC) and Pam C.
3. Motion to approve the agenda
Add to VP: Ralph would like to add dry pond to the agenda
Add to Treasurer: Identification for free membership for volunteers – Aug 2015
Motion to approve as amended: Victor/Ralph/Carried
4. What are we going to do now?
 - a. Funding
Victor forwarded an email from Alberta Culture for CFPP grant to Tony asking for a follow up. Grant was received in February 2013. Rea Trinidad-Penton, Program Accounting Coordinator with Culture and Tourism is requesting an answer by the 18th of November.
Financial report was due in August. Ralph responded to this in July or August 2016 with our audited report. Victor drafted an email for Tony with a suggestion for what we might be using it for and for an extension of another 6 months. Board agreed that we should ask extension of one year and not mention any plans. PRCL will need to reassess our priorities and needs.
Ralph suggests that we develop a plan to minimize the amount of loss of funds from our accounts. We need to be diligent in our communications with granting agencies (AGLC, CFPP). 2-3 individuals to put together an accounting of our finances
 - Commitments
 - How much is from other sources
 - How much is required for matchingHow much penalties will we incur?
Sit down with AGLC and Alberta Culture in regards to the funding?
Who will take the finances and reconcile with the minutes and motions?
Victor provided Tony with a USB stick with the minutes from the past 6 years and an up to date membership listing. Action item: Tony will request that Lindsay post the all minutes to the website. By November 15th. Action item: Ralph will go through the past minutes since fall 2012 to see what motions have been passed. What has been spent and outstanding expenses. Report back at the December 7th meeting.

Action item: Tony will ask Lindsay and Brandy to post a request to fill vacant board positions and bookkeeper via email, Facebook and Website. Include job descriptions. By November 15.
Action item: Tony to connect with Jeff for a bookkeeper. By November 15.

Action item: Pam will ask around for an accountant to help develop a process to integrate our accounting system to include our budget, actuals that links to motions. Report back at the December 7th meeting.

b. Socially

Plan a social event

Friday, November 25th, 5:30 – 8:00, Small auditorium

Acapella catering

Ralph will take the lead

Ralph will contact Lindsay for communications

Ask for RSVP by November 20th with family breakdown

Barbara will look after cookies and decorations

c. Future facility needs: n/a

5. President's report: n/a

6. Treasurer's report: n/a

7. Secretary's report: n/a

8. Vice President's report

Motion for Ralph to coordinate and meet with Max from the city of Edmonton concerning the discussions brought up at the August 2016 meeting about the dry pond. Barbara/Sandra/vote of 5 in favour to 1 opposed.

9. Past President's report

Tony and Victor attended a meeting today with the partners. David calculated the penalties and presented an amount of approximately \$70,000 plus legal fees (Pivotal + Clark + MIA). Terra has engaged a lawyer. Terra is looking to minimize the penalty amount by potentially building somewhere else. It is a recommendation for PRCL to start looking into legal advice of our own.

Motion: In light of the report that we have received from the partnership meeting that was held today, and understanding that Terra has engaged legal council, Ralph would like to make the motion to engage legal advice to represent the community league on this matter up to a limit of \$5,000. Ralph/Victor/carried. Tony will take on this responsibility.

10. Community Recreation Coordinator's report: n/a

11. Directors reports: n/a

- a. Membership
- b. Communications
- c. Ways and Means
- d. Social
- e. Sports Directors

Next meeting December 7th, 2016

Adjournment at 9pm