

Prince Rupert Community League Executive Meeting
Wednesday, October 14th, 2020, 19:00
Edmonton Clansmen Rugby Club

1. Call to order: 19:06

Present: Angela, Kathy, Cindy, Tony, Ralph, Ashley, Stephanie and Kristy.

Virtually joined by: Rajah, Katherine and Denise.

Regrets: n/a

- 2. Welcome and Thank Yous:** Angela would like to extend her gratitude to Tony for managing the rink removal/donation to Caernavron.
To Ralph for working through the Big Bin event.
To Stephanie for the successful Movie Night.
- 3. Approval of the agenda:** Motion to approve by Ashley; seconded by Tony.
- 4. Approval of the Minutes/Notes from the August Workshop** Motion to approve by Tony; seconded by Ashley
- 5. Treasurer's Report** – Need bank appointment to update signing authority.
 - a. June/July/August report – Interest earned in Savings and Accrued interest from GIC's; cheques written to catch up on from last Christmas, Family Fun Day, Bookkeeper and Pixel.
Motion to approve June/July/August report by Ralph and seconded by Cindy
 - b. September report – Growth since August - \$821,776.44
Motion to approve September report by Stephanie and seconded by Denise
- 6. Big Bin Report**
Great weather. Good turn out of about 35 residents and multiple deliveries. Cost \$3317.00 less a \$600.00 grant. Thankful for the extraordinary volunteers, "Good volunteers make a great event!"
Suggestion for 2021: Move date from Sunday to Saturday
- 7. Rink Removal Report**
Sly Bobcat and Pat Z. removal of footings. Cost to be shared between Caernavron CL and PRCL. Holes were filled, ground levelled and remainder of landscaping completed. Final inspection on October 16, 2020 by city. Temporary fencing to be taken down when approved.
4 lights still to be removed, no rush, quote by Sly Bobcat to be sent to PRCL Board for review.
- 8. Movie Night**
1st annual movie night was a success, ~45 people during the night. Total cost was roughly \$700.00.
Recommendations for next event:
 - a. Classic movies
 - b. Food Truck
 - c. Start the event earlier to keep interest high.

9. Playground update

- Deadline to approve all funding and business case, etc. is December to have shovel in the ground in 2021 to get the playground underway.
- Ashley and Ryan to develop/finalize and submit business case. Earlier the better, however, by Oct. 16, 2020 is preferred. Board to sign off or President only to streamline process.
- Tentative plan and other pertinent documents regarding playground, to be posted to Shared Drive.
- To err on the side of caution it is recommended to approve new budget numbers
- Items to discuss:
 - o Recycle “bin” – not beneficial to park, would require PRCL to manage and fund once installed. Decision was “no”.
 - o “Natural” Message board – To be discussed further. Not in Phase 1 but interest by the board to see one at a later date.
- Naming of Playground:
 - o Decide of 4-5 names then have community vote for final
 - o Review Naming Guidelines

Motion to approve 10% of cost to continue to next phase of playground development by Ashley and seconded by Tony. All approve (Ralph abstains).

10. Priority Planning

Creating community connections is priority

- a. Events in Progress:
 - i. Months of giving (Year of giving) – Currently Food bank is accepting 8 max. Suggestion that the Board does a “Kick-Off” and partakes in the first Food Bank event.
 - ii. November and December to be Clothing/Toy Drives.
 - iii. Christmas Social/Wine Raffle
- b. Halloween
 - i. Trick or Treat communication – Flyer
 - ii. Unfortunately, the Central Lions Senior Center is not an option for space.
 - iii. AHS has been contacted
 - iv. Virtual Halloween
 1. Craft Hour
 2. Treat Bake
 3. Pumpkin Carving contest
- c. Volunteer List – Consolidated list by Angela from membership list
 - i. Call to Volunteer – Email to be sent to members. Let’s start bringing in more community members.
- d. Newsletter
 - i. Ideas for Newsletter to be confirmed/reviewed by Board.
 - ii. Communication Poster for Halloween

11. Plan for an Open Meeting in November

- a. Communicate to the community. Should have them RSVP by certain date. May keep at Clansman if not much interest. TBD

- b. Key Messages?
- c. November 18th to be date.

12. Gifts from the community league

Motion to approve no cards or gifts of appreciation to/from the Board by Tony and seconded by Stephanie. All in favour.

13. Sign Message:

"RSVP next meeting to president@princerupertcommunity.ca"

"Virtual Halloween"

"Get your FREE Membership – email address"

14. Other

Schedule a Volunteer and Social committee meeting

Next meeting: Wednesday, November 18th, 2020 at 19:00 @ Clansman Club if RSVPs are low enough to keep safe

Adjournment @ 21:00