

Board Meeting Minutes

Date/Time: Tuesday November 21, 2018, 7:00 - 9:00 PM

Location: Diana Powell's Home

Chair: Rob Powell



Call To Order

The meeting was called to order by Rob Powell at 7:08 PM. A quorum (7 of 12) was established.

Attendees

Rob Powell, Jonathan Spence, Tunde Obasan, Lana Tarnovetskaia, Diana Powell, Jill Gurela
Carolyn Gillespie, Linda Bombardieri

Absent

Danita MacDonald, Marcelo Figueira, Garrick Ma

Guests

Residents of Allard to form a Neighbourhood Watch Committee, Yuting Hao

Approval of Agenda

A Motion was made by Diana Powell and seconded by Jill Gurela to approve the agenda. Motion unanimously carried.

Approval of Minutes

A Motion was made by Carolyn Gillespie and seconded by Diana Powell to approve the Minutes from the September 2018 meeting (minutes had deferred in our October meeting). Motion unanimously carried.

A Motion was made by Jonathan Spence and seconded by Tunde Osaban to approve the Minutes from the October 2018 meeting. Motion unanimously carried.

Special Agenda Item

Allard Neighbourhood Watch Coordinator

A few members of the Allard Community were present at the meeting to discuss setting up a Neighbourhood Watch in Allard. There has recently been an uprising in the area. A representative will be attending a Neighbourhood Watch Training Session put on by EPS. 2 residents will be trained as Neighbourhood Watch Coordinators.

To set up a Neighbourhood Watch in Allard they do require the support of the Community League. It was confirmed that Blackmud Creek Community League supports the residents of Allard starting a Neighbourhood Watch through the EPS Neighbourhood Watch Program. Rob Powell stated that the boundaries for this Neighbourhood Watch will need to be defined. Rob will update the Neighbourhood Watch page of our website.

A Motion was made by Jill Gurela and seconded by Carolyn Gillespie to support a Neighbourhood Watch Program in the Allard Community. The Neighbourhood Watch Coordinator will not be a Board Member of the Blackmud Creek Community League but will provide the Community League with activity reports. Motion was unanimously carried.

Agenda

Business Arising from the Minutes

1. Lana Tarnovetskaia still needs her background check completed (ACTION ITEM). Jill Gurela will complete. **(ACTION ITEM)**
2. Freya Fu was looking into getting an event tent for us with our logo. Carolyn Gillespie states that she can follow up with this as she knows a company that can do it. **(ACTION ITEM)**
3. We have been moving all documentation to Google Drive; Jill Gurela will add in there a file for completed background checks. **(ACTION ITEM)**

New Business

1. The Sub Committee Funding Policy. Rob Powell reviewed what we discussed at the Strategic Planning Meeting on November 4, 2018.
A Motion was made by Carolyn Gillespie and seconded by Diana Powell to approve the Sub Committee Funding Policy (Policy attached to these minutes). Motion was unanimously carried.
2. Casino January 27 & 28, 2019

- Rob Powell wants to give the Board Members the first chance to sign up for Casino positions.
 - We will ask Blackburne Playground Committee if they would like to provide volunteers and receive an allocation of funds as per the Sub Committee Funding Policy.
 - We will post on our Social Media a call out for Casino Volunteers.
3. Rob Powell showed a letter that Councillor Michael Walters has drafted for the city to consider having an LRT Station at Harry Ainlay school. Councillor Walters would like to have support for this. No motion was required but it was agreed that the board supports Councillor Walters letter.
 4. SWAC is having it's annual Ski Fest on January 27, 2019 and is asking for volunteers. Rob Powell will send out the volunteer sheet.
 5. Winter Fun Day is scheduled for January 19, 2019.
 - Jill Gurela will order Winter Fun Kits and Fire Barrels from the city and pick up on January 18, 2019.
 - Diana Powell will book the Sleigh Rides
 - Linda Bombardieri will send Freya Fu a list of where we can maybe get some free items or donations.
 6. Rob Powell introduced Yuting Hao for the position of Secretary on the Board. **A Motion** was made by Jill Gurela and seconded by Jonathan Spence to approve Yuting Hao as Secretary for the Blackmud Creek Community League; pending a clear background check. Motion was unanimously carried.
 7. We reviewed the Volunteer Screening Policy.
 - We will update the header to have a "Last Updated" section
 - In item 2.1.3 it refers to Vulnerable Persons Check. This will be removed; the board will determine if this is necessary.
 - If a Volunteer has had a background check completed in the last 60 days the Board will accept that without doing another one.

A Motion to approve and the Volunteer Screening Policy with the 3 noted updates was made by Jonathan Spence and seconded by Tunde Obasan. Motion was unanimously carried.
 8. Board Code of Conduct Policy
 - Rob Powell reviewed the document with attending Board members.
 - Discussion of having a Human Resources Policy.
 - Diana Powell suggested we can just use the Alberta Labour Standards

A Motion was made by Lana Tarnovetskaia and seconded by Carolyn Gillespie to approve the Board Code of Conduct Policy. Motion was unanimously carried.

9. The Strategic Planning Survey closes November 30, 2018. Rob Powell will tabulate.

Member Reports

City of Edmonton N.R.C. (Linda Bombardieri)

- Report provided ahead of the meeting.

President (Rob Powell)

- SWAC AGM:
 - I attended the AGM on Monday November 19th. This is required for BCCL to be eligible for casino funds from SWAC over the next two years, equivalent to \$4,000 for the league in total. A new VP and new Secretary were elected. The President and Treasurer were re-elected. There will be a map of ski trails in Google Maps to share once the trails are done. **(ACTION ITEM)**
- EFCL FALL GENERAL MEETING:
 - Police spoke to the attendees about best practices for renting a hall in light of the homicide in Royal Gardens. Agent status is recommended. No parties past 11:00pm. Renting only to community league residents is also a best practice.
 - Notice of motion at the next general meeting to increase league fees significantly from 2019-2022 to hire more staff. The league has to take a stance of being for or against the proposal, so that a league representative can vote accordingly at the next EFCL general meeting. This will be discussed again with the board in January for a motion. **(ACTION ITEM)**
- MORE WORK ON POLICIES:
 - I have contacted the EFCL for assistance in writing an HR policy for the league. There are two other BCCL policies that need updating: expense policy and financial admin policy. Those will be ready for revision/approval in January. **(ACTION ITEM)**
- STRATEGIC PLANNING:
 - The meeting minutes from November 4th were shared with the board.

- The survey for residents was sent out and will be closed November 30th. Then the results will be tabulated and share with the board. If nothing seems to be a red flag in the ranking the minutes will be published on the website. **(ACTION ITEM)**
- BLACKBURNE PLAYGROUND:
 - They submitted another grant application for recycled tire surfacing, asking for \$30,000.
 - They are working on organizing a pub night fundraiser in February at the rugby club.
- WINTER GREEN SHACK:
 - We will be getting a Winter Green Shack in Allard: February 2nd to March 1st. Tuesdays and Thursdays 3:30 - 6:30 pm. Saturdays 1:00 - 5:00 pm.

Vice-President (Jill Gurela)

- n/a

Treasurer (Diana Powell)

- Diana Powell announced she will be resigning from the Board in early 2019.
- Diana Powell will still deal with the year end statements and auditing.
- A bookkeeper will be hired in December.

Secretary

- n/a

Civics (Marcelo Figueira)

- n/a

Communications (Freya Fu)

- n/a

Director At Large (Lana Tarnovetskaia)

- n/a

Facilities (Jonathan Spence)

- Working on getting the rink ready for the winter.
- Having issues going through the permitting process for the shed.

Fundraising (Garrick Ma)

- n/a

Membership (Carolyn Gillespie)

- We will need to make our membership supplies order before the deadline in February.

Programs (Tunde Obasan)

- n/a

Sports (Danita MacDonald)

- n/a

Next Board Meeting

January 16, 2019 at Dr. Lila Fahlman School Library, 7-9pm.

Adjournment

The meeting was called to an end by the chair at 9:46 pm.