



Thorncliff Community League Minutes
Thursday, January 24, 2019
Thorncliffe School Staff Lounge
6:00 – 7:20 p.m.

Members:

Randy Niederhaus (Chair)	Darlene Niederhaus
Doug de la Salle	Sharon Quickfall
Margaret Mbakwa Tanwani	Una Bryce (NRC)

Regrets:

Jonathan Krenz
Pam Winski

WELCOME AND INTRODUCTION

R. Niederhaus opened the meeting at 6:02 p.m. and thanked everyone for attending.

1. Approval of Agenda

The agenda was approved as circulated.

2. Approval of Minutes from Previous Meeting

There were no changes to the minutes.

MOTION

It was moved by S. Quickfall and seconded by M. Tanwani that the Board of Directors of the Thorncliff Community League approves the minutes of the December 13, 2018 meeting as presented. CARRIED.

Business Arising from the Minutes

U. Bryce advised that she had spoken with Maggie Low-On about speaking to the Board to clarify the relationship between the Thorncliffe User Group Society and the Thorncliff Community League. M. Low-On is not available to attend a Board meeting until after March but agreed to do so at a later time.

Action Item

The Board asked the Secretary draft an invitation letter to M. Low-On on behalf of the Board to attend the April meeting and to outline their questions in advance. D. Niederhaus will bring the draft letter to the February meeting for review and approval.

Outstanding Action Items from December 13, 2018

1. U. Bryce provide an electronic copy of the outdoor winter activity grant application to info@thorncliffcl.ca for TCL records and future reference.
2. M. Tanwani to arrange a mutually convenient meeting with Servus Credit Union to add S. Quickfall as a signing officer on the TCL operating account and to set up an undesignated project reserve fund. To also inquire if signing officers need to be at the appointment at the same time.
3. The Board will discuss having a community yard sale at the annual Board Planning Workshop on January 26 to determine if there is a willingness for all Board members to assist in the preparation and attend the event. Only then will it be added as a new event.
4. D. de la Salle and P. Winski to provide Board members with an electronic copy of the final draft of the proposal to the City of Edmonton at least two weeks in advance of the February meeting. Once approved by the Board, President R. Niederhaus will sign the proposal on behalf the TCL Board of Directors.
5. S. Quickfall to continue to look into setting up an Instagram account for TCL. D. Niederhaus to send her the login details for the info@thorncliffcl.ca email account. If able to set up, S. Quickfall will send to the Secretary account details and the administrator login for TCL records.
6. Board members are still required to update their sections to the annual plan.

3. President's Report

R. Niederhaus spoke to his brief conversation with the Secretary of the Aldergrove Community League about the possibility of the two leagues working together. It is unclear as to the exact intentions of this suggestion.

Action Item

The Board to discuss at the January planning workshop what TCL might consider doing as a joint effort with Aldergrove Community League and determine if this matter should be pursued further.

4. Secretary's Report

The Board accepted the Secretary's explanation of why the annual insurance policy premium was increased from \$,1110 to \$1,613 per year. The report submitted with the meeting materials indicated that the policy had not been updated for eight years. Additional coverages include the community garden, new events, miscellaneous property, and cyber coverage.

Regarding insurance coverage for volunteers, (should the City of Edmonton allows us to remove the skating rink boards ourselves), the Board also accepted the Secretary's recommendation that a motion be passed to ensure the League and the Board of Directors are protected as best as possible against any legal action or personal injury claim as a result of negligence or personal injury that may occur while the rink boards demolition is being completed. The following motion resulted:

MOTION

It was moved by D. Niederhaus and seconded by M. Tanwani that the Board of Directors of the Thorncliff Community League requires the rink redevelopment special project committee to prepare a detailed plan as recommended by the insurer, indicating how the work will be done and how the site will be managed. Further, that prior to any work being done, the Board will review the plan and the Secretary will share the plan with the insurance broker and request the insurer confirm that everything is in order with respect to risk and liability. The plan is to clearly define volunteers as persons 18 years or older and that at no time will children or youth under the age of 18 be allowed inside the worksite perimeter. CARRIED.

Regarding the annual planning meeting, Board members agreed with the recommendation of D. Niederhaus to complete a Board Self-Reflection form. The purpose is to share individual strengths, interests, and level of commitment each member is willing to contribute towards the work of the Board. Once this is known, the Board will determine the events, programs, and committee work to be completed in 2019.

Action Item

1. Board Members to complete the Board Self-Reflection form and bring it to the planning meeting on January 26.
2. D. Niederhaus to send U. Bryce the most recent copy of the annual planning calendar with the Secretary's updates included.

5. Treasurer's Report

M. Tanwani presented the Treasurer's Report for January and noted that no cheques were issued during December and the only deposit was bank interest of \$1.63. The closing bank balance is \$38,407.78.

MOTION

It was moved by M. Tanwani and seconded by D. Niederhaus that the Board of Directors of the Thorncliff Community League approves the Treasurer's monthly report for January 2019 as presented. CARRIED.

7. Rink Redevelopment Project Update

A report was not provided this month. D. de la Salle to speak to P. Winski about the status of the City of Edmonton project proposal which was to be presented at the January meeting for the Board's approval.

8. Winterfest Event Planning Update

D. de la Salle advised he was unable to attend this year due to work. Other Board members present confirmed their attendance. Volunteer requirements will be managed by the organizers, J. Krenz and R. and D. Niederhaus.

Action Items

1. J. Krenz to inquire about bales of straw for the event and will see if Victory Church can provide a speaker for playing music and having a microphone.
2. U. Bryce to see if it's possible to loan a megaphone from the City of Edmonton.

9. Director/Committee Chair Updates

Marketing and Communications

In the absence of J. Krenz, D. Niederhaus advised on his behalf, plans for advertising the Winterfest event. The February newsletter will be sent before February 14 and will highlight the new businesses opened in Thorncliff.

Safety/Civics Committees

A report was included in the meeting materials. S. Quickfall to discuss the work of these very active committees so that the Board can determine her priorities going forward. Due to a lack of volunteers, she is receiving little to no assistance with this work. The next LRT meeting will be held on February 5.

Programs

R. Niederhaus spoke to the 38 volunteer hours spent by himself (22) and Glen Kennedy (16) in November and December to build the skating rink. Since then he has continued to maintain and flood the rink by himself. The quality of the ice is excellent this year, in part to increased volunteer hours maintaining the rink and the cooperation of the weather. He advised that the Thorncliff School is frequently using the rink for their outdoor activity programs and that recently he saw about 30 children out on the rink at one time during a school day. The Board commended R. Niederhaus for his commitment and excellent work in managing the skating rink this season.

R. Niederhaus advised that the timer for the skating rink lights was broken beyond repair and that a request to add a new timer to Phase I of the rink development project had been made to P. Winski in late December. The estimated cost is \$500. The following motion resulted:

MOTION

It was moved by S. Quickfall and seconded by D. Niederhaus that the Board of Directors of the Thorncliff Community League approves the addition of the purchase and installation of a new timer to Phase 1 of the rink redevelopment proposal at an estimated cost of \$500.

Action Items

1. P. Winski to add the timer to Phase 1 of the rink redevelopment proposal to be presented to the Board for approval at the February meeting.
2. D. de la Salle and R. Niederhaus to research to replacement of the timer to confirm the estimated cost and type of timer to be purchased.

10. Adjournment

The next meeting will be held on Thursday, February 21, 2019 at Thorncliffe School beginning at 6:00 p.m. The meeting adjourned at 7:25 p.m.