



**Thorncliff Community League Minutes
Thursday, March 21, 2019
Thorncliffe School Staff Lounge
6:00 – 8:00 p.m.**

Members:	Darlene Niederhaus	Regrets:
Randy Niederhaus (Chair)	Sharon Quickfall	Margaret Mbakwa Tanwani
Doug de la Salle	Una Bryce (NRC)	Pam Winski
Jonathan Krenz		

WELCOME AND INTRODUCTION

R. Niederhaus opened the meeting at 6:03 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 J. Krenz that the Board of Directors of the Thorncliff Community League approves the minutes of the February 21, 2019 meeting as presented. CARRIED.

Business Arising from the Minutes

There was no business arising from the minutes.

3. President's Report

R. Niederhaus spoke to the March 20, 2019 request from Board Member Pam Winski for a two-month leave of absence from her duties for personal reasons. The Board accepted the request and wished Pam all the best during this break time.

4. Secretary's Report

A report was submitted with the meeting materials. The draft invitation letter to Maggie Low-On to attend the April TCL Meeting to talk about the relationship between the Thorncliff User Group Society and the Thorncliff Community League was approved by the Board.

Action Item

D. Niederhaus to send the letter to Maggie Low-On and confirm a meeting date and time with Ms. Low-On at the earliest opportunity if the April Board meeting date is not possible.

As Secretary, D. Niederhaus spoke to the need to have a third signing officer on the Thorncliff Community Garden (TCG) account as the current third signing officer is no longer a member of the community garden. She recommended that TCL's Treasurer, Margaret MBakwa Tanwani be appointed as the third signing officer for the TCG account to maintain continuity for both aforementioned TCL accounts and to ensure a second signing officer was always available during the times when the Treasurer of the Thorncliff Community Garden changes. The Board agreed with the recommendation and passed the following motion:

MOTION

It was moved by D. Niederhaus and seconded by J. Krenz that the Board of Directors of the Thorncliff Community League approves the addition of TCL Treasurer, Margaret MBakwa

Tanwani as the third signing officer for the Thorncliff Community Garden account held with Servus Credit Union. Colette Scharf to be removed from the said account. CARRIED.

5. Treasurer's Report

A report was submitted with the meeting materials. The closing bank balance was \$27,330.50 with expenses having been paid for Winterfest. There were no questions from the Board.

MOTION

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

6. NRC Report

A detailed report was submitted with the meeting materials.

Amendments to the draft notes from the Board Planning meeting held in January were distributed and discussed with further amendments made. There was a discussion about participating in a pilot project to install one or two benches with garbage cans in Thorncliff Park.

U. Bryce congratulated the Board and Committee Chairs on the outstanding work accomplished over the past three years and how the annual planning process undertaken by the Board has produced significant and measurable results. She reiterated the importance of planning and how it significantly increases opportunities for success. U. Bryce speaks to the success stories of the Thorncliff Community League when coaching to and encouraging other community leagues in the City to do similar kinds of work.

The Board thanked U. Bryce for her continued support and assistance and stated that she was a valued member of the TCL team.

Action Items

1. U. Bryce to revise the list of 2018 successes and 2019 goals and circulate to the Board.
2. U. Bryce to investigate the possibility of doing a pilot project in Thorncliff Park this summer.

7. Rink Redevelopment Project Update

A general report was included in the meeting materials. The final proposal of the rink redevelopment project was sent to the City of Edmonton in early March. Next step is approval in principle and then sign a formal agreement.

Action Item

U. Bryce to send the electronic proposal documents to the Secretary in an editable format for future use with other grants, and a pdf version of the final document to be sent to all Board members for their information and record.

**8. Director/Committee Chair Updates
Marketing and Communications**

There was a discussion about the possibility of having a copy changeable sign in the vicinity of the area that TCL manages to spread the word about several items TCL would like the community to know. As this matter continues to be discussed from time to time, members present spoke to research done in the past and stumbling blocks that have prevented TCL from erecting a sign.

Action Items

1. J. Krenz will take the lead on this project and connect with D. de la Salle on the work he has done in the past. Investigation regarding the location, partnerships with land owners, and permits required from the city will need to be considered.

2. J. Krenz to also consider the costs involved and propose the sign as a new budget item if it appears doable. The budget proposal to include anticipated benefits to the League and offset the costs which could range anywhere from \$8,000 to \$10,000 plus the ongoing costs of City permits.

Grants

With P. Winski formally on leave from the Board, D. Niederhaus and M. Tanwani will complete the applications for the CLOG (Community League Operating Grant) due April 24th.

Action Items

1. All Board members to resend or submit their hours to D. Niederhaus.
2. D. and R. Niederhaus to aggregate the hours for the grant; to discuss, as necessary, information already prepared by P. Winski and obtain helpful tips on how to submit.
3. D. Niederhaus and M. Tanwani to prepare the online grant application and prepare instructions for future reference.

BOARD POLICY REVIEWED

This situation caused the Secretary to reiterate with all members that the current Board policy is that anyone conducting business on behalf of the League must include the TCL email as part of the profile. This applies for setting up Accounts Payable accounts, and for working with the City of Edmonton or any third-party grant application. For example, all correspondence to and from the City of Edmonton regarding the rink redevelopment project or the CLOG grant should be copied to the TCL email (info@thorncliffcl.ca). This is done to protect the League in the case where a member, using their personal email to correspond about the project or grant is not available for whatever reason or for whatever period of time, the League can proceed with the project or grant application or conduct ongoing business as necessary without delay or potential setback.

Anytime a profile is set up for League business, the login information (ID and password) must be shared with the Secretary of the Board for the League's permanent record. Any changes made to the account must also be advised to the Secretary at the time the change is made. The Board unanimously agreed.

Programs Director

R. Niederhaus advised that the skating rink is now closed due to warm temperatures.

TCL was formally advised that the City of Edmonton 2019 Summer Green Shack program will be reduced to a half-day only due to a significant reduction in attendance by local children over the past two years. TCL as requested that the supervised week-day program run in the afternoons as this is the time of day when the most children seem to participate.

The Board agreed to continue to support the Summer Green Shack Program with a donation of \$1,000.

MOTION

It was moved by J. Krenz and seconded by S. Quickfall that the Board of Directors of the Thorncliff Community League approves a donation of \$1,000 to support the City of Edmonton Summer Green Shack Program held in Thorncliff each year. CARRIED.

Safety/Civics Committees

A report was included in the meeting materials. S. Quickfall advised she attended the Healthy Physical and Social Spaces workshop hosted by the EFCL and she will be attending the Winter Walking event.

9. Adjournment

The next meeting will be held on Thursday, April 18, 2019 at Thorncliffe School beginning at 6:00 p.m. The meeting adjourned at 7:35 p.m.