



Secord Community League Meeting Minutes

Meeting Purpose	Regular Monthly Meeting		
Date	May 13, 2019	Time	6:30 PM to 9:10 PM
Location	David Thomas King School, 22707 97 Avenue NW, Edmonton, AB		
Recorded by	Marika Smith		

Board of Directors

Name	Position	Attended	Regrets
Maxime Belanger	President	X	
Candace Smashnuk	Past President	X	
Christie Delano	Vice President	X	
Marika Smith	Secretary	X	
Madison Steele	Treasurer	X	
Fiona Dwyer	Memberships Director		X
Frank Macchione	Communications Director	X	
Erin Stewart	Social and Events Director	X	
Julian Anderson	Director at Large		X
Tiffany Gierent	Director at Large	X	
Connie Ohl	Director at Large	X	

Guest Speakers

Chris Auton	City of Edmonton – Neighbourhood Resource Coordinator (NRC)	X
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Other Attendees

None		
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ITEM	DISCUSSION	ACTION
GENERAL INTRODUCTORY ITEMS		
Call to Order	<ul style="list-style-type: none"> • M. Belanger called the meeting to order at 6:40 P.M. • M. Smith volunteered to take the meeting minutes in the absence of a Secretary. 	
Adoption of Agenda	<ul style="list-style-type: none"> • MOTION: That the May 13, 2019 agenda be adopted. <ul style="list-style-type: none"> ▪ Moved: C. Delano – Seconded: E. Steward – Passed 	
Introductions	<ul style="list-style-type: none"> • The Board of Directors, key committee members and coordinators, and guest speakers introduced themselves. 	
Adoption of Minutes	<ul style="list-style-type: none"> • MOTION: That the April 15, 2019 AGM meeting minutes be adopted. <ul style="list-style-type: none"> ▪ Moved: M. Steele – Seconded: C. Delano – Passed 	
EXECUTIVE REPORTS AND DISCUSSIONS		
President's Report and Governance	<ul style="list-style-type: none"> • M. Belanger attended a governance meeting hosted by the Edmonton Federation of Community Leagues last month. • M. Belanger presented a “Sticky Notes Activity” at the onset of the meeting demonstrating the three key roles of the board. He also explained the legal framework of the SCL, the EFCL code of ethics and governing documents. He will provide governing documents to the board via email. • M. Belanger updated the roles and responsibilities documents for the board positions. These will be shared. • MOTION to have the SCL policies, procedures, by-laws posted on the SCL website (TABLED MOTION from March 2019 meeting). <ul style="list-style-type: none"> ▪ Moved: M. Belanger – Seconded: F. Macchione – Passed ▪ M. Belanger will put them on the website. • M. Belanger will work on creating some policies and procedures for the League in the months to come. Anyone wanting new policies and procedures shall bring it forward. • We elected one too many Director at Large at the AGM, but we are without a Secretary. We will move one of the Director at Large into that position to stay within our Bylaw requirements. • MOTION to appoint Marika Smith to the Secretary position. <ul style="list-style-type: none"> ▪ Moved: C. Delano – Seconded: M. Steele – Passed • MOTION to revoke all current Signing Authority and appoint three new Signing Authorities for 2019-2020 operation (valid until regular meeting following 2020 Annual General Meeting (AGM)). M. Belanger, C. Delano and M. Steele to have signing authority. Only three signing authority as per our Bylaw. <ul style="list-style-type: none"> ▪ Moved: M. Belanger – Seconded: E. Stewart – Passed 	<p>M. Belanger</p> <p>M. Belanger</p> <p>M. Belanger</p> <p>M. Belanger</p>

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	<ul style="list-style-type: none"> ▪ Motion tabled for discussion at next meeting. Need to understand price of delivering newsletters. • MOTION to approve first newsletter publication being in August and distribution in September. <ul style="list-style-type: none"> ▪ Moved: M. Belanger – Seconded: E. Stewart – Passed • T. Gierent volunteered to initiate design of newsletter for review. Will arrange to meet with a small group from the Board to put together. <p>Mail Chimp</p> <ul style="list-style-type: none"> • F. Macchione will work on the Mailchimp mailing list and have it setup. <p>Flyer</p> <ul style="list-style-type: none"> • The team discussed distributing a flyer to advertise the community league. The Board decided not to distribute the flyer at this time because we are not ready for delivery, and we are working on a newsletter instead. 	<p>T. Gierent</p> <p>F. Macchione</p>
<p>Social and Events</p>	<ul style="list-style-type: none"> • Garage sale on May 4th, 2019 was very successful. • Big Bin Event on May 5th was also successful, bringing in a few additional memberships for 2019. We could have only had one bin. • Spring Cleanup on May 5th generally little interest from the community, same as last year. • E. Stewart detailed the plans for the Block Party on June 1. • MOTION to charge \$5.00 admission to block party for non-members of SCL, and free admission to members of SCL. Memberships for 2019 to be available for purchase at Admission gate for block party. <ul style="list-style-type: none"> ▪ Moved: E. Stewart – Seconded: F. Macchione – Passed • MOTION to approve \$1000 of Community League money to be put towards the Block Party. <ul style="list-style-type: none"> ▪ Motion passed 	
<p>Civics and Facilities</p>	<ul style="list-style-type: none"> • MOTION to fix Community League sign at red playground, including approval of repair costs. Repairs to be completed by F. Macchione and consists of adding screws. <ul style="list-style-type: none"> ▪ Moved: M. Belanger – Seconded: C. Smashnuk – Passed. ▪ F. Macchione will repair the sign. 	<p>F. Macchione</p>
<p>COMMITTEES AND COORDINATOR REPORTS</p>		
<p>Playground Committee</p>	<ul style="list-style-type: none"> • 3D conceptual images of the playground were posted on SCL Facebook page and website after the AGM in April. 	

ITEM	DISCUSSION	ACTION
	<ul style="list-style-type: none"> Construction planned to start this spring with tentative playground opening in September. 	
Neighbourhood Watch	<ul style="list-style-type: none"> F. Macchione provided Neighbourhood Watch program updates. MOTION to develop Facebook Page for Neighbourhood Watch. Various options for linking page to Secord Community Connects/Secord Community League Facebook page, or keep as a stand-alone Facebook page. <ul style="list-style-type: none"> The board decided to table the motion pending additional discussions and information from Neighbourhood Watch. F. Macchione to review options and present best plan of action for next meeting. 	F. Macchione
GUEST REPRESENTATIVES AND SPEAKERS		
Chris Auton (COE NRC)	<ul style="list-style-type: none"> Chris provided the NRC report. He will provide report by email. Chris asked to be advised of SCL events as they are planned. 	C. Auton
OTHER BUSINESS		
Meeting Extension	<ul style="list-style-type: none"> Around 8:30PM: MOTION to extend this meeting to 9:00pm. <ul style="list-style-type: none"> Moved: M. Belanger – Seconded: E. Stewart – Passed 	
ADJOURNMENT		
Next Meeting	<ul style="list-style-type: none"> The next regular Board meeting will be on Monday, June 17, 2019, 7:00PM to 9:00PM at David Thomas King School. 	
Adjournment	<ul style="list-style-type: none"> The meeting adjourned at 9:10 P.M. 	