



Blue Quill Community League
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**Blue Quill Community League
2008 Annual General Meeting
Draft Minutes - For Approval at 2009 AGM
November 11, 2008**

ATTENDANCE

Board Members:	Garth Williams, President Clayton Crawford, Vice President Chris Wilkinson, Fund Raising Director Sandra Crawford, Civics Director Felice Bassie, Social Director
Regrets:	Mary Anne Wilkinson, Program Director Special Guest Speaker, Aspen Gardens Community League
Other:	Bonnie Yee, League Administrator
General Membership:	Andrew Happer, Jeff Balone, Scott Sugden, M.P. Duxbury, Ananda Saha, Ken Morrison, Ron Boehm, Sandra Higgins, Chowdary, Meenavilli, Bonnie Yee, Jennifer Hempsey, John VanDerVeen and Jessica Smith

- 1. Call to Order and Declaration of Quorum**
 - By Chair, Garth Williams at 7:10 pm.
- 2. Special Guest Speaker - Revitalizing Neighbourhood Watch program**
 - Guest speaker from Aspen Gardens Community League was scheduled to speak about their "Knowsy Neighbour" program but was unable to attend.
 - An alternate date will be set up and the information posted on the BQCL website.
- 3. Motion to accept 2007 Minutes as presented - Sandra Crawford**
 - Second by Ken Morrison
 - Clayton Crawford explained brevity of 2007 Minutes due to abbreviated motions at special meeting called.
 - Carried.
- 4. Old Business**
 - As recorded in the 2006 AGM Minutes, \$25,000 was approved to spend on awnings and security/camera system. These upgrades were deferred to the 2008 Capital Budget
 - Awnings have been replaced
 - Security camera system have been selected and scheduled to be installed the 3rd week of November

- Security Access Card System has been postponed pending re-review of access requirements
- More than just replacing keys with access cards
- Access rules are complex
- Different scenarios - Playschool, nightly users, weekend church groups, hall rentals (most complex - doors propped open, etc.)
- Grants will be applied for retroactively
- Outstanding upgrades (approved at 2007 AGM)
 - Tennis Court resurfacing
 - Volleyball Court revitalization
 - Basketball Court resurfacing
 - Loft renovation/AV system
 - Sand box in playground needs to be replaced
- As a result, no Capital Budget this year. When updated costs are received the capital budget will be updated.

5. Year in Review

Executive

- We need to fill 10 - 12 board positions tonight in order to be successful
- The League IS a business!
 - Between revenue and expenses, our cash flow this year is close to \$500,000
- The year started with 9 director positions filled - and dropped to 6 over the course of the year
- Number of directors (quorum) required to introduce and pass motions is 7.

Membership

- Director: (vacant)
- Membership runs from Sept. 1 to Aug. 31, in alignment with EFCL. The League has 111 members to date and should increase to approx. 250 in the spring with soccer registrations.
- Fall registration is in September, Spring registrations is in February

Facilities

- Director: Garth Williams (vacant)
- We have two part-time permanent custodians
- Costs approx. \$1,000 - \$1,500 per month to run the facility
- Interior Repair
 - Both hall kitchen coolers blew up during a lightning storm and had to be replaced
 - Installed protective cover over basement radiator (replaced last year)
- Exterior Improvements
 - Volunteer gardener did a wonderful job maintaining flower beds and bushes this summer. Grounds look more attractive to potential member and facility renters. We are looking for a volunteer again for next summer.
 - Doors were painted several times due to graffiti
 - Play school windows were replaced
- Vandalism
 - Vandalism has increased over the past year.
 - A report needs to be filed at the Police station each time vandalism

- occurs.
- Upcoming Interior Repairs
 - The building is 30 years old.
 - Repainting of basement
 - "Fire Exit" lighting replacement (new ones will have their own power source = cost savings)
 - Kitchen fire suppression system (old one is no longer up to code or supported by manufacturer)
 - Crash bar handles on many doors are starting to wear out and need to be replaced (1 replaced last year)
- Upcoming External Repairs
 - Vandal-resistant lighting (costly)
 - Loitering deterrent "Mosquito" system - emits a tone designed to agitate people 25 years and younger. Cost is approx. \$1,400 per speaker and would be programmed to turn on at around 2:00 am (City of Edmonton Police are looking at the same technology)
 - Tennis court resurfacing - eventually we will need to have a complete upgrade but for now the cracks need to be repaired

Programs

- Director: Mary Anne Wilkinson (vacant)
- Playschool
 - Retained teacher, all positions filled
 - Current enrolment of 49 children, up from 46 last year
 - Thanks to Mary Anne for her hard work in maintaining a great relationship between the Playschool board and the BQCL board
- City of Edmonton Programs
 - Girls & Boys Groups and Shop & Drop programs (8 programs/121 kids)
 - Shop & Drop attendance was lower than we would like in some programs. We will work to promote these programs more effectively.
 - 2 Big Bin Events this year - BIG SUCCESS!
 - Thanks to our Community Resource Coordinator, Laura Shewchuk for her help of this and past several years
- Capital Health Flu Clinic
 - ran for 3 weeks in October/November - over 10,000 vaccinations
- Beavers/Cubs/Scouts
 - New Hall Usage Contract signed
- Brownies/Girl Guides

Sports

- Director: (vacant)
- Soccer
 - Indoor - 3 teams (down from 4 teams last year)
 - Outdoor - 17 teams (down from 22 last year)
 - We will no longer be participating in KICKS soccer, we will be part of SWEMSA - we need royalties from SWEMSA to keep soccer going!
 - We need a Soccer Coordinator by December 15th or next season is in jeopardy - lack of soccer teams will affect BQCL revenue next year
 - A BQCL liaison to SWEMSA is needed
- Basketball
 - No teams (declining enrolment)

- Tennis
 - Lots of members use the courts - we are considering lighting to extend usability, but again we suffered from low "paid course" attendance
 - We will be looking at ways to increase awareness of our facilities and encourage usage by offering low-cost decent lessons.
 - City of Edmonton programs - good attendance
- Martial Arts
 - Second year of program - we have about 10 enrolments and are looking for 20

Fundraising

- Director: Chris Wilkinson (vacant)
- Thanks to Chris Wilkinson for his management of the 2008 Casino - his hard work will be missed!
- We made approx. \$78,000 in our Casino this year - next Casino will be held in 2010

Publicity

- Director: (vacant)
- We are a business and we need to advertise!
- We need someone with an eye for business and ideas on how to advertise and promote BQCL.

Civics

- Director: Sandra Crawford (vacant)
- Century Park
 - Looking for height increase - planners "forgot" about height needed for garbage collection and are now wanting an additional 10 metres added
- South LRT (S-LRT) Extension
 - Generally on schedule (Century Park Station due to open in 2010)
 - BQCL had much to do with retaining wall designs, jersey barriers, landscaping and other aesthetics
- First Time Home Buyers Program
 - City of Edmonton surplus school sites have been slated for housing developments, which means we would lose our toboggan hill!
 - Urgency has diminished with economy and housing market "glut" but we still need to lobby for a change in the location.
- Thanks to Sandra Crawford for her long term of BQCL volunteerism!

Social

- Director: Felice Bassie
- 2007-2008 Events
 - Christmas Party
 - Soccer Wind-up Party
 - 2 x Big Bin Events
 - League/Sports Registration
 - I've Outgrown It Sale
 - Movie in the Park
- Upcoming 2008-2009 Events
 - 1st ever Flea Market

- Games Night
- League/Sport Registration
- Soccer Wind-up Party
- Big Bin Event
- Adult Theme Party
- Halloween
- Christmas Party
- Many thanks to Felice for her work in providing BQCL's social programs this year. Also thanks to our League Administrator for helping Felice!
- Thanks to all the volunteers who came out and helped up put on the various events.

Financial

- Treasurer: (vacant) Acting Treasurer is Vice President Clayton Crawford
- Financial statements Review performed by Peterson Walker
- Thanks to Clayton Crawford for his support of the BQCL community

6. Approval of 2008/09 Operating Budget

- Casino funds have very strict rules on how they are to be spent - we have 18 months to spend the funds and are required to file a report before the next Casino is granted
- We are in solid financial shape!
- The Playschool runs with a \$0 balanced budget and the approx. \$50,000 revenue it generates is consistent.
- Soccer grants are available - we just need to find someone with the time to apply for them
- Forecasting a balanced budget for 2008/09
- Non-Profit Organizations can only hold \$125,000 without having the funds dedicated to capital projects.
- Thanks to Clayton Crawford for his work in handling the finances of the League this year.
- Motion to accept 2008/09 Operating Budget as presented - Andrew Happer
 - Second by Jeff Balone
 - No discussion
 - Carried

7. Long Range Initiatives

- Major sports facilities upgrade - tennis courts, basketball courts, hockey rink, loft upgrades
 - Major Facilities Program Grant (matching grant - \$125,000 to \$10 Million)
- Playground Upgrade
 - Community Facilities Enhancement Program Grant (matching grant - cap of \$125,000)
- More Seniors activities - Seniors Bridge Club
 - Community Initiatives Program (matching grant - \$75,000)

8. New Business

- Need a motion to decrease the yearly family membership fees from \$40.00 to \$35.00 effective immediately, to bring in line with those of other Community Leagues throughout the EFCL

- Motion by Scott Sugden
- Second by Ananda Saha
- Discussion: Only 5% of income is membership. Why can't we decrease further or eliminate altogether to make BQCL more attractive? - Paid membership fees are directly related to insurance coverage.
- Carried.
- Need a motion to increase Hall Rental Coordinator's salary from \$300.00 per month to \$500.00 per month effective immediately.
 - The current salary has been fixed at \$300.00 per month for the past five years - based on 17 - 20 hours per month, works out to \$15 - \$20 per hour.
 - Hall Rental Coordinator duties are now consuming approx. 30 - 40 hours per month. To maintain hourly rate we need to increase salary to \$500.00 per month
- Motion by Felice Bassie
- Second by Chris Wilkinson
- Discussion: Garth wanted to point out increase in salary not in 2008/09 Operating Budget. Sandra Crawford was under the impression that there was to be a bonus/commission paid to coordinator. The current contract doesn't include this additional compensation provision. Hall is rented on average 80% of the time. Garth expressed a wish to have spot on the website that would allow a person to book the hall on-line. This same program would also track the amount of rentals.
- Carried
- Need a motion to increase the Ice Rink Manager's salary from \$2,200.00 per month to \$2,600.00 per month.
 - This amount could go down again if we upgrade our equipment
 - Survey of close leagues show rates ranging in the \$2,500.00 per month range have better equipment. For example, our snow clearing equipment is 5 years old, slow and only 24" wide. Other leagues have newer equipment (i.e. tractor) with clearing attachments 48" wide. The result is it takes twice as long to clear our surfaces.
 - We will need to consider upgrading our rink clearing equipment within 2 years.
- Current budgeted amount for Ice Rink Manager's salary is \$3,200.00. As 2008/09 Operating Budget has already been approved, motion is not required.
- Need a motion to allocate 3 hours per week for Confederation Minor Hockey practice time on a first come/first served basis. One team per week per time slot. Ice must be in good condition (i.e. safe). Weather must permit (-20c to +5c).
 - Garth has been approached for practice time
 - Will this affect our insurance? No, because participants will already be part of a Community League
 - Three nights a week? Practice ice time will be available between 6 - 8 pm on Mon., Wed. and Thurs.
 - Facilities Manager will coordinate
- Motion by Clayton Crawford

- Second by Ken Morrison
- Discussion: First come/first served means whomever books the time first. Members will be notified by signs at the rink. Consider this as the first step in having scheduled rink events (i.e. Friday night Shinny). There will be no charge. We should remove the Confederation from the wording and open it up to any Minor Hockey teams.
 - Motion to remove Confederation from the wording by Chris Wilkinson
 - Second by Jeff Balone
 - Opposed - Jessica Smith
 - Carried to accept motion with revised wording.

9. Elections

- Clayton Crawford nominates Sandra Higgins for Treasurer. Elected by acclamation.
- Sandra Crawford nominates Jeff Balone for Civics Director. Elected by acclamation.
- Andrew Happer nominates Jessica Smith for Sports Director. Elected by acclamation.
- John VanDerVeen volunteers for the position of Membership Director. Acclaimed to position.
- Ken Morrison and Andrew Happer volunteer for the position of Publicity Director. Andrew Happer concedes. Ken Morrison acclaimed to position.
- John VanDerVeen nominated Jennifer Hempsey for Fundraising Director. Elected by acclamation.
- Andrew Happer volunteers for the position of Vice President. Acclaimed to position.
- Positions remaining open are: Secretary, Program Director and Facilities Director

10. President welcomed all new Board members and adjourned meeting. 9:20 pm.

Approval

President

Date

Secretary

Date