



EDMONTON FEDERATION OF COMMUNITY LEAGUES

BOARD OF DIRECTORS

REGULAR MEETING PACKAGE

DATE: Thursday, July 14, 2016

DINNER: 5:00 PM / MEETING 6:00 PM

LOCATION: EFCL Office, 7103—105 Street

EFCL Board Planning Calendar July, August, September, 2016

July

2016

- 14 EFCL Board Meeting
- 21 EFCL Corporate Thank You Mix & Mingle Reception
- 27 EFCL Planning & Development Committee Meeting
- 28 K-Days' Community League Day
- 30-31 SERVUS Heritage Festival

August

2016

- 01 SERVUS Heritage Festival
- 02-06 EFCL Office Closed
- 11 EFCL Volunteer Appreciation Party
- 29 Community League Day Kit Pick Up Starts

September

2016

- 08 EFCL Board Meeting
- 17 Community League Day
- 21 EFCL Planning & Development Committee Meeting
- 23/24 Londonderry Community League Casino

Edmonton Federation of Community Leagues

Item 1.0

Board of Directors Regular Meeting

EFCL Office: 7103—105 Street

Thursday, July 14, 2016, Dinner 5:00 PM / Meeting 6:00 PM

AGENDA

- 1.0 Call To Order (6:00 PM)**
- 2.0 Agenda Review (pgs. 3-4)**
- 3.0 Urgent Matters / Presentations**
- 4.0 Approval of Minutes**
 - 4.1 May 12, 2016 Board Meeting Minutes (Attached)**
 - 4.2 June 09, 2016 Board Meeting Minutes (Attached)**
- 5.0 Decision Items (6:15 PM)**
 - 5.1 Credit Card Approvals: Joanne Booth, Nora Begoray, Debra Jakubec (pg. 5)**
 - 5.2 Green Network Strategy Follow Up Meeting (pg. 6)**
- 6.0 News From The City Of Edmonton (7:00 PM)**
 - 6.1 News From The City Of Edmonton (pgs. 7-10)**
- 7.0 Exemptions**
- 8.0 Board Reports**
- 9.0 Staff Reports (7:15 PM)**
 - 9.1 Monthly Financial Report (pg. 11)**
 - 9.2 Executive Director's Report (pgs. 12-18)**
 - Council Approved Changes to The NPDP Funding Agreements**
 - Solar And Energy Transition Program Proposed Dates**
 - BREATHE Survey**
 - Library Update**
 - EFCL Planning And Development Report**
 - Postmedia Pilot Project**
 - 2016 Action Plans And Evaluation Framework**
 - Contest Announced at AGM**
 - Corporate Thank You Mix & Mingle**
 - 9.3 Membership Changes (pgs. 19-20)**
 - 9.4 Canada 150**
- 10.0 Correspondence**
 - 10.1 Letter To Londonderry Community League (pgs. 21-22)**
- 11.0 Work In Progress (pg. 23)**
- 12.0 District Updates/Feedback**
- - - - - Coffee Break (7:45 PM) - - - - -**

13.0 Private Matters (8:00 PM)

13.1 Financial Settlement With Londonderry Community League

13.2 Staffing Update

13.3 100th Anniversary Project Financial Update and Fundraising

13.4 MGA

14.0 Next Meeting/Announcements

**14.1 Thursday, September 08, 2016, Dinner at 5:00 PM/Meeting at 6:00 PM,
Office of The EFCL, 7103—105 Street**

15.0 Adjournment

9:30 PM

5.0 Decision Items

MEETING DATE : July 14, 2016

Item 5.1

AGENDA ITEM # : 5.1 – Credit Card Approvals: Joanne Booth, Nora Begoray, Debra Jakubec

PREPARED BY: Debra Jakubec, Executive Director

Recommendations:

That the EFCL board approve credit cards for the following staff members: Joanne Booth, Debra Jakubec and Nora Begoray.

Report:

The staff listed above generally manage the majority of the purchasing for the EFCL and for ECFL events. Having individual credit cards for several staff is a better practice than all staff using one card.

MEETING DATE : July 14, 2016

Item 5.2

AGENDA ITEM # : 5.2 – Green Network Strategy Follow Up Meeting

PREPARED BY: Debra Jakubec, Executive Director

Recommendation:

That the EFCL Board members attend a meeting with staff from the City of Edmonton to provide feedback on the Green Strategy.

Report:

The City of Edmonton has requested to do a follow-up meeting with the Board regarding the Green Network Strategy. We would request that this meeting not be an information session but rather a chance for the board to review the consultation results and draft strategy (if available) to provide feedback.

This meeting may be added to the start of the September board meeting, if deemed appropriate.

6.0 NEWS FROM THE CITY OF EDMONTON

MEETING DATE : July 14, 2016

Item 6.1

AGENDA ITEM # : 6.1 – News From The City Of Edmonton

PREPARED BY: Marlene Kankkunen, Office of Great Neighbourhoods

News From The City Of Edmonton EFCL Board Meeting, July 14, 2016



THE WAY WE MOVE: Supports the 10-year Goal - *Enhance Use of Public Transit & Active Modes of Transportation*

'Framing' Jasper Avenue as Edmonton's Main Street - June 29 to July 22, 2016

To help 'frame' the section of Jasper Avenue from 109 Street to 124 Street as Edmonton's premier Main Street, the Imagine Jasper Avenue project has partnered with CITYlab and local artist Naomi Pahl. Together, we have created three interactive metal frame public art pieces. These frames invite the avenue's users to look through them and start imagining what Jasper Avenue could be like as a Main Street.

Look through the frame - take a picture - and ask yourself: 'what do I currently see?' and 'what do I want to see?' Post your picture and your comments to Twitter or Instagram with #ImagineJasperAvenue and tag @CityofEdmonton.

We want to hear from you! Jasper Avenue is your main street - become part of the conversation!

Frame locations:

112 Street and Jasper Avenue, on the north side of Jasper Avenue
111 Street and Jasper Avenue, on the north side of Jasper Avenue
119 Street and Jasper Avenue, on the south side of Jasper Avenue

More information: edmonton.ca/ImagineJasperAvenue

New Travel Options to Heritage Days

This summer, Edmonton Transit System (ETS) adjusts its [Park & Ride and neighbourhood shuttle services](#) to Heritage Days from July 30 - August 1.

Edmontonians can continue using the [Park & Ride express service to Hawrelak Park](#) at:

Burns City Lot; Calder City Lot; Davies City Lot; MacEwan University Surface Lot (including street pick up at bus stops); NAIT Lots; Health Sciences LRT Station; and Meadows Transit Centre.

Last year, neighbourhood pick up routes were available along West Edmonton (Meadowlark and West Jasper Place), Lessard, Twin Brooks and Yellowbird. To better accommodate ridership this summer, these routes will be replaced with convenient options that will take riders directly to the event.

Additional Park & Ride options at:

Lewis Farms Transit Centre; Windsor Car Park; and South Campus Transit Centre.

New neighbourhood shuttle services on routes along:

Callingwood; Riverbend; and Castle Downs.

Save your change for the festival's food! The ETS Day Pass is a convenient option to summer festivities with unlimited bus and LRT rides all day for one adult and up to four children under 12.

For more information: takeETS.com

Major ETS Service Changes Start September

Once summer ends, major service changes for Edmonton Transit System (ETS) start. This September, riders using paid Park and Ride will see some changes, including to rates and number of stalls available. Bus users may notice changes to their routes. ETS is reallocating thousands of hours to better serve customers. Riders should double check their schedules before their trip to see if they have more or less service in their area.

Back to school – don't be late!

This year, some Edmonton schools go back in session before fall transit service changes take effect on September 4. Some bus trips may not align with school times until September 6. Riders are recommended to plan their trip to make sure they're not late for the first day back!

For more information: takeETS.com

THE WAY WE GREEN: Supports the 10-year Goal - *Preserve and Sustain Edmonton's Environment*

A Healthy Lawn is the Best Way to Control Noxious Weeds

Not all flowers are friendly! Noxious weeds grow and spread quickly and can harm the environment. These plants compete with native species, make properties look unsightly and degrade ecosystems, causing significant damage to parks and green space in the city.

Identify noxious weeds on your property using the [weed identification](#) page or by downloading the [Alberta weed spotter app](#) on your phone. Landowners are required to control noxious weeds on their property under the Alberta [Weed Control Act](#).

Property owners who do not control noxious weeds may be issued a local authority notice to remove or control the weed. The City has the authority under the Act to enter a property and initiate weed control measures, adding the costs to the landowner's property tax bill. Costs vary on the amount of infestation and area to be cleared — from \$250 to \$5,000 per mow, or more!

The best - and cheapest - way to control weeds in your yard is to grow a thick and healthy lawn. Dense grass crowds out weeds and blocks light that seeds need to germinate. For tips on how to keep a healthy lawn, visit edmonton.ca/greenyardtips.

Residents are encouraged to call 311 to report noxious weeds found on public or private property. For more information on identifying, controlling and preventing the establishment of noxious weeds on private property, residents can visit edmonton.ca/weeds.

Here are the top noxious weeds to watch for this year!

Canada Thistle	Leafy Spurge	Perennial Sow Thistle	Dames Rocket
Common Tansy	Lesser Burdock	White Cockle	Scentsless Chamomile
Creeping Bellflower	Oxeye Daisy	Yellow Clematis	Yellow Toadflax

New Programs at the Reuse Centre

The City of Edmonton Reuse Centre is now offering Group Programs and Birthday Party Packages. They are the perfect opportunity to learn how to reduce everyday waste through reusing, crafting, DIY ideas, and so much more!

Group Programs (ages 6 years to adult)

DIY Kids	DIY Youth & Adult	Green City Challenge
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\$85 - 1.5 hours or \$100 - 2 hours

Birthday Party Packages (ages 6 to 14 years)

Crafty Kids Party	Reuse Detectives
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\$140 - 1.5 hour program & 1 hour room rental

Looking for a place to host your next meeting, workshop, or small social gathering? The Reuse Centre's boardroom offers an affordable, flexible space, and amenities to meet your needs, with space for up to 30 people. Discounts are available for non-profit organizations.

For more information or to book: edmonton.ca/reusecentre. For questions call 780-944-7424, or email reuse-centrebookings@edmonton.ca.

THE WAY WE LIVE: Supports the 10-year Goal - *Improve Edmonton's Livability*

Planning a Winter Event or Festival? Want to get the Word out?

Send us your event descriptions and we will include them in the Winter Excitement Guide.

Descriptions need to be in tweet format – that's right, you'll only have 140 characters to give everyone a teaser for your event! Keep it fun, keep it cheeky. Show us what you've got.

Check out last year's Winter Excitement Guide here: [WinterCityEventsGuide2015-16.pdf](#)

Please send your information to Isla Tanaka. She can be reached at isla.tanaka@edmonton.ca or 780.442.5012.

The Winter Excitement Guide is part of the WinterCity Edmonton initiative and helps us to celebrate our winters and embrace daily living. It directly supports The Way We Live strategic policy 5.2.5 that states that the City of Edmonton "promotes and celebrates winter and Edmonton's status as a winter city."

Licensing your Business is a Smart Investment

In the City of Edmonton, all business owners providing goods or services must have a valid licence ([Bylaw # 13138](#)).

A business licence is a smart investment because it tells the community and potential customers that your business is legitimate and that you are in compliance with local laws and regulations.

Businesses in Edmonton are sorted into [categories](#) based on the products or services offered, and different fees and regulations apply to each category. This system ensures that businesses are in the right zone and compatible with designated land-use plans, and that business activities are not disruptive to surrounding communities. The majority of fines for not having a business license are \$450 or twice the business licence fee, whichever is greater.

Conveniently, the application can be completed [online](#). For more information on licensing or to apply for a business licence, visit [edmonton.ca](#) or call 311.

Green Shack, Flying Eagle, Pop Up Play and YEGyouth Programs

Over 300 free, outdoor, drop-in recreation programs run each weekday until Thursday August 25, 2016. All programs are drop-in, so no registration is needed. City of Edmonton program leaders will offer a variety of recreation experiences for children and youth:

- Green Shack playground program (ages 6 to 12)
- Flying Eagle (ages 6 to 12)
- Pop Up Play program (ages 6 to 12)
- YEGyouth Program (ages 13 to 17)

We are grateful to those community leagues that made a financial contribution to the Green Shack playground program. Without their support we would not be able to offer as many programs.

Locations and times are listed in the Neighbourhood Recreation Drop-In Program Guide which is available at City of Edmonton recreation centres and attractions, Edmonton Public Libraries, and online at [edmonton.ca/dropincommunityprograms](#).

Dogs Off Leash Ambassador Program

The City is excited to offer the Dogs Off Leash Ambassador program for park users across the City to get involved with off leash area stewardship. We are seeking positive, friendly hosts to welcome users to off leash sites and provide educational resources to enable residents to get the most from these City services.

With the approval of the Dogs in Open Spaces Strategy, we will be seeing some major changes in the way we manage off leash areas across the city and we want to involve enthusiastic dog owners in this process.

By becoming an Ambassador, volunteers will receive comprehensive training, become a voice for dog owners in their community and participate in fun activities and events around Edmonton.

For information: Visit [edmonton.ca/offleashambassador](#) or email: dogoffleashcoordinator@edmonton.ca

MEETING DATE : July 14, 2016
AGENDA ITEM # : 9.2 – Executive Director’s Report
PRESENTED BY: Debra Jakubec, Executive Director

Item 9.2

1. NPDP

Last week Council approved changes to the NPDP. Here is the link to the agenda and reports (click on 6.2) http://www.edmonton.ca/programs_services/funding_grants/neighbourhood-park-development.aspx

The new program puts new processes and systems in place that community leagues are required to follow in order to implement a park redevelopment project. This new process is communicated in a manual. http://www.edmonton.ca/programs_services/documents/PDF/NPDP_Community_Manual.pdf

2. Solar And Energy Transition Program

The Solar and Energy Transition Program is going forward for 2016 and has been renamed the Green Leagues Program. Workshops will be held on 4 consecutive Tuesdays beginning on September 27. The poster is attached. Register at greenleagues.eventbrite.com.

3. Response to COE Breathe Survey

Bev Zubot and I responded to the COE Breathe Survey online. Our responses have been saved and can be shared with the board if we complete follow-up with the COE.

4. Library Update

The physical library is in good shape and should stay where it is as long as it remains in the current building as the space is cool and away from natural light. If possible, it should be moved to the other side of the room away from the water pipes. This is being reviewed.

A custom database of all materials is being made in Excel as there was no need for circulation software. Open-source archival software was considered but in order for the library to be maintained, it was determined that an Excel spreadsheet was better suited for the EFCL as it won't require special, library or archivist training to use and input new material. At this point, at least 25% of the newspaper articles have been scanned. Our summer student is currently working on scanning in photographs.

5. EFCL Planning And Development Report

In May and June the EFCL Planning Advisor and the Planning Committee have been informing leagues about numerous city engagement opportunities, attending the engagement events ourselves to provide input and listen to the feedback of league representatives to help us prepare EFCL feedback to city staff or City Council. We have been involved with the following city projects:

- Green Network Strategy
- the Mature Neighbourhood Overlay Review
- Garage and Garden Suite regulations review, measures to protect the top of bank during residential redevelopments, strategies to deal with problem properties, and the legalization of secondary suites in semi-detached housing.

- We were very pleased to support tree and shrub planting requirements for low density developments – something that the EFCL Planning Committee has been requesting for years.
- We were also pleased to have convinced council to direct staff to develop a minimum softscape regulation which would prevent extensive paving or cementing of yards.

The EFCL hosted a meeting with city staff who informed 15 league representative about over 30 actions the city is taking to reduce bad construction practices. Many of the actions were a result of the EFCL Construction Issues and Solutions report and two EFCL/league presentations to Council. The full impact of the changes will likely not be felt until 2017.

In the next two months we will continue to work on all of the above projects, with most attention being given to the Mature Neighbourhood Overlay Review.

6. Possible Pilot Project With Postmedia

We met briefly with Postmedia to discuss the possibility of a sponsored marketing budget. Postmedia will approach their contacts to sponsor advertisements for EFCL and Community Leagues.

- 314 (\$250/League - \$78,500) targeting digital display campaigns
- There will be very little work for Community Leagues. Each league will pick their two events and fill in a form, attach a logo if wanted and presto! - advertisement done
- 2 (\$10,000) EFCL native campaigns
- 1 (\$10,000) EFCL targeted audience digital display campaign (CL Day membership promo)
- If any on the 314 digital display campaigns are unused, the amount will roll into additional promo for EFCL
- A total of 65 million impressions for the EFCL and for all 157 Community Leagues

EFCL will supply the key messages to Postmedia for the sales pitch. Postmedia approached us due to our unique reach into communities. They had a high level conversation with one of their customers, Tappcar, who was interested. They will not approach our current corporate sponsors unless we direct them to.

7. 2016 Action Plans And Evaluation Framework

A staff retreat was held and staff developed their July – December 2016 Action Plans. These include their activities and outputs to the end of the year and the documents were organized using the five Strategic Priorities.

These were shared with our consultant Jim Klinge and individual meetings were held to review the documents, discuss outcomes and evaluation tools for the Evaluation Framework. Once the Framework is completed by Jim we will meet with staff to confirm the data we will collect and how we will collect it.

8. Contest Announced at The AGM

Leagues that emailed and express interest in hosting and facilitating a trip to Safety City program were entered into a random draw which was drawn on June 30th and witnessed by Joanne Booth. Glenora won the summer fun for the little ones! A Trip to Safety City!!

9. Corporate Thank You Mix & Mingle

A Corporate Thank You mix & mingle event has been planned for Thursday, July 21st at Woodvale Community League. Corporate sponsors, suppliers, league presidents, board members, and Edmonton area politicians have been invited for an evening of networking, starting at 5:30 PM.

Neighbourhood Park Development Program

Recommendation:

That the Neighbourhood Park Development Program agreements between the City of Edmonton and the Community Groups, as outlined in Attachment 1 of the July 4, 2016, Integrated Infrastructure Services report CR_3680, be approved, and that the agreements be in form and content acceptable to the City Manager.

Report Summary

Committee approval is required when the value of Community Partner Project Agreements comprised of funding contributions from the City's Neighbourhood Park Development Program exceed the City Manager's delegated authority pursuant to the City Administration Bylaw. This report addresses this requirement.

Report

The Neighbourhood Park Development Program guides, facilitates, and supports the creation of spaces for neighbourhood play, wellness and learning through active partnerships with the community. Common projects typically include the renewal and new development of playgrounds, spray parks, adult fitness equipment, park furniture and amenities, etc.

In this program, community building and funding are linked with City funding and technical expertise to develop and improve amenities within neighbourhood parks. Community groups are active participants, initiating projects, providing funding and collaborating with a team of City of Edmonton staff through all phases of a neighbourhood park project. Through this approach parks are developed that reflect the needs and interests of the community.

The program and associated processes have recently been refined to align with updated corporate requirements. Three key objectives were identified and implementation is currently underway. They include;

1. **Procurement** - The adjustments made have aligned the procurement of material and equipment with public tender and trade agreements based on purchase values.
2. **Partner Funds** - Community funding contributions are collected at different stages of the project lifecycle (concept, design, build) to align to a shared risk model at key project phase milestones.
3. **Community Partner Project Agreements** - Development of formal agreements for all Neighbourhood Park Development Program cost shared projects are now required. These agreements are executed at the end of the concept phase prior to initiating the design phase.

Neighbourhood Park Development Program

Policy

This report supports the City Administration Bylaw 12005 Part VI - Agreements and Contracts:

- Agreements and Contracts - approve and enter into any and all sole-source agreements, not related to the acquisition or disposition of land or an estate or interest in land in accordance with approved policies, procedures, standards or guidelines.

This report supports the City Administrative Directive A14396 - Procurement of goods, services and construction.

- Procurement of goods, services and construction - The City of Edmonton spends approximately \$1 billion annually on a wide range of goods, services and construction. The City expects that all purchases will be conducted in an open, fair, transparent and accountable manner that achieves best value for the City and supports City Council's environmental, social and economic objectives.

This report supports the City Administrative Directive A1459 - Review and Execution of Agreements.

- Review and Execution of Agreements - The City of Edmonton will mitigate risk and protect the best interests of the City when entering into agreements.

Corporate Outcomes

- This report contributes to the corporate outcome "The City of Edmonton has sustainable and accessible infrastructure" as it supports the development of neighbourhood parks.
- This report contributes to the corporate outcome "Edmontonians are connected to the city which they live, work and play" and "Edmontonians use facilities and services that promote healthy living" as it supports not-for-profit organizations that partner to develop parks for the citizens of Edmonton.

Public Consultation

Consultation on the Neighbourhood Park Development Program refinements including the formal community partner agreement involved engagement of the Edmonton Federation of Community Leagues, Suppliers and 2015 Neighbourhood Park Development Program Community Group Applicants.

Budget/Financial Implications

Neighbourhood Park Development Program funding for 2015-2018 is composed of two funded profiles totalling \$30.6 million, including City and partner funds. In profile (Neighbourhood Park Development Program - New) CM-28-7050 \$11.6 million is allocated to new park amenities and in profile (Neighbourhood Park Development

Neighbourhood Park Development Program

Program - Renew) CM-28-7055, \$19 million in allocated to fund replacement or redevelopment of park amenities.

Attachment 1 identifies the proposed Community Partner Project Agreements that exceed Administration's delegated authority of \$500,000 and require Community Services Committee approval. Although the total value of each agreement exceeds the \$500,000 threshold, the City's contribution for these projects is capped at the maximum of \$250,000 per agreement, as per the Neighbourhood Park Development Program.

Justification of Recommendation

Approval will allow the formal execution of the required Community Partner Project Agreements comprised of funding contributions from the Neighbourhood Park Development Program agreements between the City of Edmonton and the Community Groups.

Attachments

1. Community Group Agreements Over \$500,000

Others Reviewing this Report

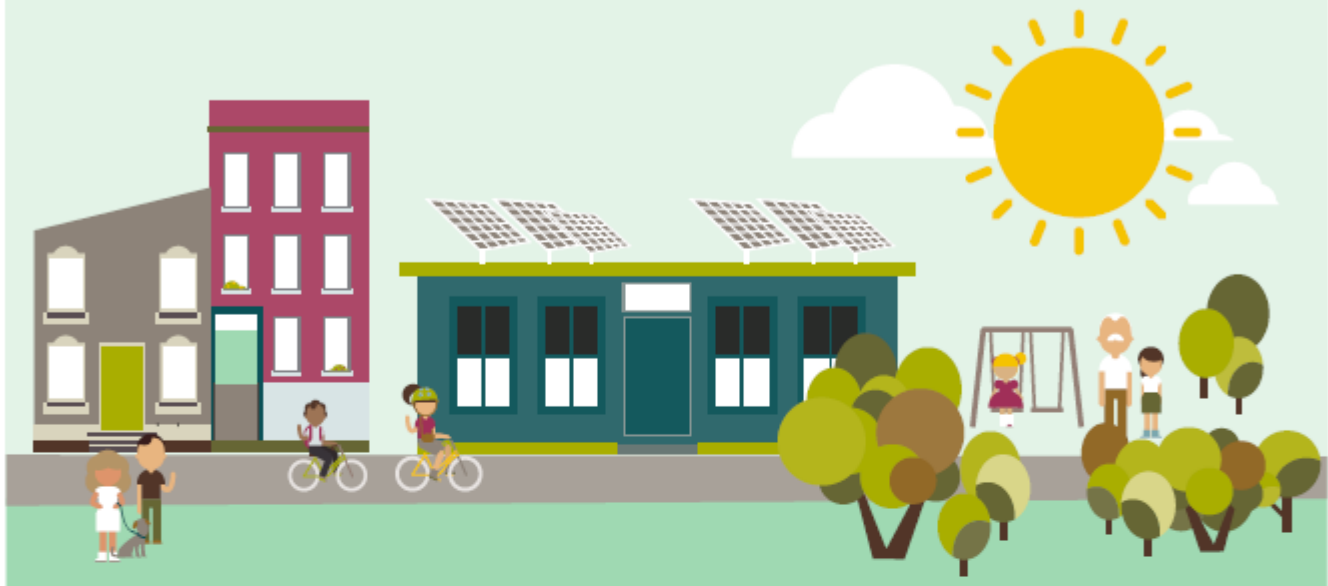
- R. Smyth, Deputy City Manager, Citizen Services
- T. Burge, Chief Financial Officer and Deputy City Manager, Financial and Corporate Services

Community Group Agreements Over \$500,000

Community Group	Neighbourhood / Park	Agreement Amount
The Friends of Greenview Playground Development Society	Greenview / Greenview Park	\$685,801
Ermineskin Community League	Ermineskin / Ermineskin Park	\$581,843
Riverbend Community League	Brookside / Brookside Park (2017)	\$545,783
Terwillegar Community League	MacTaggart / MacTaggart Park	\$675,300
Bessie Nichols School Fundraising Society	The Hamptons / The Hamptons Park 1 (Bessie Nichols Playground)	\$822,442
Schonsee Neighbourhood Development Committee	Schonsee / Schonsee Park	\$663,178
Inglewood Community League	Inglewood / Inglewood Park	\$771,750
Griesbach Community League	Griesbach / Maple Leaf Park (Major General School Playground) (2017)	\$747,247
Crestwood Community League Building Society	Crestwood / Crestwood Park	\$836,810
Stratford Parent Financial Association	Jasper Park / Eddy Mark Shaske Jr Park (Stratford Playground)	\$722,157

Green Leagues:

EFCL Solar and Energy Efficiency Program



Community leagues set an example for their neighbourhood. The City of Edmonton and the Edmonton Federation of Community Leagues (EFCL) would like yours to be an example for energy efficiency to help inspire energy sustainability at a household level.

Learn about energy sustainability and receive hands-on assistance to apply for funding energy efficient upgrades to your community building.

Workshops

- **Tuesday, September 27 (6 to 8 pm) @ TBD**
Greening Your Neighbourhood: A workshop on community sustainability planning
- **Tuesday, October 4 (6 to 8 pm) @ TBD**
Here Comes the Sun: The basics of solar photovoltaic (PV)
- **Tuesday, October 11 (6 to 8 pm) @ TBD**
Saving Energy, Saving Carbon, Saving Money: An introduction to energy efficiency
- **Tuesday, October 18 (6 to 8 pm) @ EFCL Building**
Paying for Your Dreams: Funding your energy transition project

Dinner will be provided.

Those who attend all four workshops will receive a certificate acknowledging them as Energy Transition ambassadors for their neighbourhood.

For more details, visit edmonton.ca/GreenLeagues.
Register at greenleagues.eventbrite.com.



MEETING DATE : July 14, 2016
AGENDA ITEM # : 9.3 – Membership Sales Plan
PRESENTED BY: Debra Jakubec, Executive Director

Item 9.3

Full-Benefit Membership:

- Family Member
- Senior Member
- Single Member

Limited-Benefit Membership

- Associate Member: non-voting member, non-resident within the boundaries of the league, and who has first purchased membership in his or her home league.
- Affiliate Member: non-voting member (any business, organization, society or institution) located in the defined boundaries of the league.

We also may want to stagger the cost of these Affiliate Memberships.

- Churches/Non/Not-For-Profits/ \$100.00
- Small Business (Under50 Staff) \$100.00
- Corporate (Over 50 Staff) \$500.00

Next Steps

New membership categories presented to leagues at fall GM for acceptance

Template for amendments to bylaws prepared for leagues to use.

Amend web site to allow additional designation of membership. Do we want them to purchase through the EFCL and we notify the league, or under the current online store structure?

Design card/sticker and source supply.

Compile contact list of churches and mail introductory letter, invitation and note.

Promote on social media/e-news each new church we sign up.

Online Membership Sales

							5%
							Projected Increase
	2014/2015	2015/16	Increase Of	%Increase			2016/17
Funds To Leagues	\$ 169,189.00	\$ 290,183	\$ 120,994	71%		\$ 14,509	\$ 304,692
Number of Transactions	5638	9491	3853	68%		475	9966
Fees collect-ed*	\$ 11,276	\$ 47,455	\$ 36,174				\$ 49,830
ToPaypal/ Beanstream	\$ 6,202	\$ 10,440	\$ 4,237				\$ 10,963
To EFCL	\$ 5,074	\$ 37,015	\$ 31,937				\$ 38,867
* Fees Went from 2.00 per to 5.00 per for the 2015/16 year							

10.0 CORRESPONDENCE

MEETING DATE : July 14, 2016
AGENDA ITEM # : 10.1 – Letter To Londonderry Community League
PREPARED BY: Gavin Martinson, EFCL President

Item 10.1



Doug Hunneman
President
Londonderry Community League
c/o 13820 – 73 Street
Edmonton, AB T5C 0V4

June 13, 2016

Dear Doug,

Congratulations once again for stepping forward to run Londonderry Community League.

I know everyone at the EFCL was extremely pleased to see you and the rest of your executive step forward in April to get the league back on its feet. As we said then and want to repeat now, we remain committed to helping you rejuvenate the league however we can.

I understand that you met this week with Loie Unwin and people from the city to review your finances and attempt to determine what you want to do with Londonderry Hall. As you know, we have been running that facility for just over a year and have absorbed a number of costs along the way.

After an extensive discussion at our board meeting last week, it was determined that we should attempt to collect any past membership fees from Londonderry as soon as possible, so that you remain a league in good standing. This is essential to ensure that your league is eligible for city operational and capital grants, along with staff assistance from both the city and the EFCL.

The league currently owes the EFCL about \$2,080, which represents three years of membership dues along with some purchases of membership supplies, minus the \$1,100 we earned on membership sales during the March 12 door-to-door campaign. Ideally we would like this paid before the end of September 2016.

In addition, the EFCL has covered a number of expenses since taking over the hall in May of 2015, for which we have never been paid.

We won't know the full extent of our costs until we turn the hall back to the city at the end of August. However, it appears to be in the range of \$20,000, after all of the hall revenue and 2016 league operating grant has been taken into consideration.

We recognize that this is a substantial figure and we are certainly willing to look at spreading it over a significant amount of time (i.e. a couple of years), recognizing the situation the league has found itself in. We realize you are in the process of developing a business case for moving forward so would ask that you factor that expense in and provide us with a proposal for repayment.

Also, please note that we will be not be asking for reimbursement of our staff costs related to the operation of Londonderry Hall and the revitalization of the league. We estimate we these to be in the neighborhood of \$25,000, when you consider the time our executive director, assistant director, financial officer and board development director spent working in this area. It would also include the time we spent organizing and managing three open houses, the membership blitz and April 20 general meeting.

Allan Bolstad and Loie Unwin will continue to work closely with you and are your EFCL liaisons but please know the Board and I am in full support of you and your board.

Once again, thank you for stepping forward and we look forward to working with you along the way.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Gavin Martinson', with a stylized flourish at the end.

Gavin Martinson
President
Edmonton Federation of Community Leagues

11.0 WORK IN PROGRESS

MEETING DATE : July 14, 2016
AGENDA ITEM # : 11.1 – EFCL Work in Progress
PREPARED BY: Allan Bolstad, Executive Director

Item 11.1

MEETING DATE	REF.	ITEM	STATUS
2012/04/12	5.3	Reporting Form For EFCL Representatives "A reporting form is to be created to be provided to anyone representing the EFCL in any capacity on external Committees or Sub-Committees, to report back to the EFCL a minimum of at least once annually."	Ongoing
2015/12/10	5.1	Board Recruitment Plan "That the EFCL Executive Committee prepare a Board Recruitment Strategy for the Board's consideration."	
2015/05/12	5.3	Rink Roof Funds For Newton Community League "That the EFCL set aside \$72,673 for the Newton Community League rink roof project and that a status report be brought back to the EFCL Board in the fall (before October 25, 2016)"	
2015/05/12	5.6	Solar and Energy Transition Program "That the EFCL proceed with the Solar and Energy Efficiency Program and allocate \$5,000 from its unrestricted reserves to help finance this initiative."	
2015/06/09	5.2	Growth Strategy Work Plan/Preparation of 3-Year Budget "That the EFCL Executive Committee, in concert with the Executive Director, prepare a three-year budget."	
2015/06/09	5.3	Alberta Culture Days "That the EFCL ask the Minister of Culture to change the timing of Alberta Culture Days so that it coincides with the Federation's annual Community League Day."	