



EDMONTON FEDERATION OF COMMUNITY LEAGUES

BOARD OF DIRECTORS

REGULAR MEETING PACKAGE

DATE: Thursday, October 12, 2017

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

LOCATION: EFCL Office, 7103—105 Street

EFCL Board Planning Calendar October, November, December, 2017

October

2017

- 03 Green Leagues Workshop
- 10 Green Leagues Workshop
- 12 EFCL Board Meeting
- 14 Fundraising For Capital Projects
- 17 Green Leagues Workshop
- 25 EFCL Planning & Development Committee Meeting

November

2017

- 09 EFCL Board Meeting
- 18 Leagues Alive
- 29 EFCL Planning & Development Committee Meeting

December

2017

- 02 Successfully Navigating Civics Workshop
- 14 EFCL Christmas Board Meeting
- 23—02 EFCL Office Closed

Edmonton Federation of Community Leagues

Board of Directors Regular Meeting

EFCL Office: 7103—105 Street

Thursday, October 12, 2017, Dinner 5:00 PM / Meeting 6:00 PM

AGENDA

Item 1.0

- 1.0 Call To Order**
- 2.0 Agenda Review (6:00 PM) (pg. 3)**
- 3.0 Approval of the September 14, 2017 Board Meeting Minutes (6:05 PM)**
- 4.0 Presentations / Urgent Matters**
 - 4.1 Subdividing Community Leagues Draft Presentation (6:10 PM)**
- 5.0 Decision/Discussion Items**
 - 5.1 Corporate Arrangements (6:25 PM) (pgs. 4-5)**
 - 5.2 Green Leagues Contractor Referral (6:30 PM) (pg. 6)**
 - 5.3 Healthy League Self-Assessment And Report (6:40 PM) (pgs. 7-11)**
 - 5.4 2018 Budget (7:00 PM) (pgs. 12-15)**
 - 5.5 Social Enterprise Fund (7:10 PM) (pg. 16)**
 - 5.6 Fall General Meeting Agenda Review (7:15 PM) (pgs. 17-18)**
- 6.0 News From The City Of Edmonton**
 - 6.1 News From The City Of Edmonton (7:25 PM) (pgs. 19-20)**

Break 7:35 PM—7:45 PM

- 7.0 Exemptions**
- 8.0 Staff Reports (7:45 PM)**
 - 8.1 Executive Director's Report (pgs. 21-24)**
- 9.0 Work In Progress (8:00 PM) (pgs. 25-26)**
- 10.0 Special Resolution Vote**
 - 10.1 Social Enterprise Fund**
- 11.0 District Updates/Feedback (8:45—9:15 PM)**
- 12.0 Next Meeting/Announcements**
 - 12.1 Thursday, November 09, Meeting at 6:00 PM, EFCL Office, 7103—105 Street**
 - 12.2 Leagues Alive: November 18, 2017—McEwan University**
- 13.0 Adjournment**
- 14.0 Private Matters**

5.0 Decision/Discussion Items

MEETING DATE : October 12, 2017
AGENDA ITEM # : 5.1 – Corporate Arrangements
PREPARED BY: Debra Jakubec, Executive Director

Item 5.1

Background:

Over the past few years, the EFCL has focused on securing Corporate Sponsors and Corporate Partners/ Preferred Suppliers who provide direct benefits to the EFCL, our membership and league members.

Corporate Sponsorship requires cash sponsorship to the EFCL and provides access to our members, who may then choose to use the sponsor's services. Corporate Partners provide a membership benefit to leagues and league members. There may or may not be a small portion of proceeds that come to the EFCL.

An example of a Corporate Sponsor:

Servus Credit Union: In 2014 Leslie Evans from the Federation of Calgary Communities (FCC) informed the EFCL that they had negotiated a \$10,000 sponsorship with Servus Credit Union. FCC referred Servus to us and they are now one of five Corporate Sponsors who provide the EFCL with cash sponsorship each year. Many Leagues use Servus as their bank of choice and Servus is available to provide banking and financial information to the Leagues. Our other Corporate Sponsors are FC Edmonton, Northlands, Realtors Association of Edmonton and Foster Park Brokers.

An example of a Corporate Partner:

Pixel Blue College: In 2016 Pixel Blue College did some free design work for the EFCL creating the Green Leagues logo, developing several posters and designed our Annual Report. Pixel Blue College now provides free design work to all 157 Leagues and printing at cost. The EFCL does not receive a cash sponsorship as part of this partnership but receives in-kind support. We have two other Corporate Partners: Orbis Sports and Inland AV.

Emergent Issue and Discussion:

The FCC has a corporate partnership with Cloverdale Paint and last month FCC passed on to Cloverdale Paint our contact information. Cloverdale Paint would like to be a Corporate Partner of the EFCL and provide membership benefits to all community leagues and community league member as outlined in the letter on the next page.

Currently there are different amounts of cash sponsorship being provided by our Corporate Sponsors but their benefit levels are the same. Feedback provided by the board will be used to develop a Corporate Sponsor and Corporate Partner Partner Benefit matrix.



Cloverdale Paint

October 5, 2017

Good Morning Debra,

I wanted to provide you with a few facts about Cloverdale Paint as I know you have your board meeting coming up. Please feel free to use or rearrange any of these into your own words to better sell the Cloverdale Paint program to your people.

- Cloverdale Paint is North America's largest family owned Paint Company
- Cloverdale Paint has been proudly serving Canadian's for over 80 years
- Cloverdale Paint has 4 locations in Edmonton and 1 in Spruce Grove and Sherwood Park
- Cloverdale Paint offers a wide range of coatings for all painting needs Interior and Exterior, Commercial and Industrial
- Cloverdale Paint is Canadian owned and operated and manufactures our own paint products in Canada
- Cloverdale Paint is an active member in all communities in which we operate, contributing to many local charities

Cloverdale Paint is proud to offer the members of the Edmonton Federation of Community Leagues a special discount of up to 30% off all Cloverdale Paint products and up to 20% off all sundry items.

I am excited about the opportunity to offer this benefit to your members. If you require any more information or help please do not hesitate to call or email me at anytime.

Thank you

Doug Woodward
Trade Sales Representative
Cloverdale Paint
403-860-9290
dwoodward@cloverdalepaint.com

MEETING DATE : October 12, 2017
AGENDA ITEM # : 5.2 – Green Leagues Contractor Referral
PREPARED BY: Debra Jakubec, Executive Director

Item 5.2



The Green Leagues program is creating a community league contractor referral list. This list would consist of contractors who have completed work on community league facilities in a timely, responsible fashion. The process will be as follows:

1. The Energy Transition Officer will send out a request for recommendations for contractors to the leagues. The ETO will request that these recommendations take place on league letterhead. These will be focused by the type of contractor, adaptive based on recommendations, but initially including:
 - General Contractors
 - Electrical
 - Roofing
 - HVAC
2. Recommendations will also include the willingness of the league to be contacted about their experiences with the contractor.
3. All recommended contractors will be contacted to determine interest and asked to respond with the information listed in **Requirements** at the end of this document.
4. The community league contractor referral list will be a capped number of the interested referred contractors which are not disqualified by the EFCL. The EFCL reserves the right to exclude any applicant for any reason.
5. Upon publication of the List, there will be an included instruction sheet which recommends questions that community leagues should ask when approaching the contractors on the list.

Requirements

- Licence
- Insurance Certificate

MEETING DATE : October 12, 2017

Item 5.3

AGENDA ITEM # : 5.3 – Healthy League Self-Assessment And Report

PREPARED BY: Debra Jakubec, Executive Director



EFCL Community League Health Check

For each of the following statements, check off whether you Strongly Agree, Agree, Disagree, or Strongly Disagree that this applies to the board of your community league	Strongly Disagree	Disagree	Agree	Strongly Agree
Foundations				
We have a clear mission and vision statement.	0	1	4	5
We have an effective strategic plan.	0	1	4	5
We have the appropriate board structure.	0	1	4	5
We understand and follow the bylaws.	0	1	4	5
Community Engagement				
We are aware of the needs of the community.	0	1	4	5
We are responsive to community feedback.	0	1	4	5
We communicate effectively.	0	1	4	5
We collaborate with other organizations.	0	1	4	5
Board Composition				
We reflect the diversity of the community.	0	1	4	5
We have healthy turnover (not too little or too much).	0	1	4	5
We have leadership skills.	0	1	4	5
Board Processes				
We provide opportunities for professional development.	0	1	4	5
We thank members for their contributions through volunteer recognition.	0	1	4	5
We have effective record keeping	0	1	4	5
We are financially accountable	0	1	4	5
We have regular, well attended meetings.	0	1	4	5
Board Working Style				
We embody board principles such as respect, active listening and transparency.	0	1	4	5
We work cohesively and collaboratively.	0	1	4	5
We balance process with fun and creativity.	0	1	4	5
We balance the workload amongst board members.	0	1	4	5

For each area above give yourself 5 points for each Strongly Agree, 4 points for each Agree, 1 point for each Disagree and record them in the table below. Aim to be in the green zone!

Section	Your Score
Foundations	
Community Engagement	
Board Composition	
Board Processes	
Board Working Style	
Total	

Red	Yellow	Green
0-9	10-16	17-20
0-9	10-16	17-20
0-13	13-21	21-25
0-7	8-12	13-15
0-9	10-16	17-20
0-50	51-80	81-100

Summary of Responses
Edmonton Federation of Community Leagues
Board Engagement Questions

June 2017



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Introduction

This document summarizes findings from two questions that were posed to understand what makes a community league board a high-performance board; and, how it is known if a community league board is serving its neighbourhood effectively. AndersonDraper Consulting Inc. (the Consultant) was contracted by the Edmonton Federation of Community Leagues (EFCL) to organize and summarize responses for both questions to inform planning and decision making.

Methodology

Responses to the two questions were provided to AndersonDraper Consulting Inc. The Consultant used thematic analysis to provide the summaries that are obtained below. Thematic analysis emphasizes identifying patterns or themes within the data. For ease of use and decision making, the number of responses related to the particular theme are included.

Summary of Responses

What makes a community league board a high performance board and what makes a community league board function well?

Participants shared their perspectives on what makes a community league board a high performance board and what makes the board function well. Participants provided a range of comments about what success looked like for them. Generally speaking, participants tended to note most frequently that high performing community league boards are responsive and inclusive of community need first and foremost. They also noted that having board diversity and continued succession or rotating of positions offered fresh perspectives to generate new ideas. In addition, they commented on the importance of having governance principles adhered to that involved showing respect, demonstrating active listening and being transparent. Other comments included ensuring the board had purpose, a strategic plan or goals to stick to, that the board worked cohesively and collaboratively together within the appropriate board structure, including having bylaws. Engagement of board members was also seen as key to participation and success of the board.

Specific responses about participants' perspectives on what makes a community league board a high performance board and function well could be themed into the following:

- Being responsive and inclusive of community need (x12);
- Board succession and diversity to keep ideas and perspectives fresh (x11);
- Embodying board principles such as respect, active listening and transparency (x11);
- Having purpose, strategic plan, projects and goals to focus on (x8);
- Working cohesively and collaboratively together on a regular basis (x7);
- Having the appropriate board structure and legislation (e.g., bylaws) (x6);
- Engagement of board members by attending and participating in meetings (x5);
- Having a consistent and effective communications method (x5);
- Having board support and skilled volunteers (x4);
- Balancing the workload with fun and creativity (x4);
- Members with leadership skills (x4);
- Balancing the workload amongst board members and providing opportunities for involvement (x3);
- Having belief in the community and awareness of community need (x3);
- Having a board mission and vision statement (x2);
- Partnerships with other leagues or organizations to offer programming (x2);
- Thanking members for their contributions through volunteer recognition (x2);
- Having comprehensive record keeping (x1);

- Having accountability (x1);
- Aligning member interests with projects (x1); and,
- Opportunities for professional development of members (x1).

How do you know if a league is serving its neighbourhood effectively or sufficiently?

Participants commented on how they know if a league is serving its neighbourhood effectively or sufficiently. Participants provided a range of comments, many of which were individual. Generally speaking, participants commented about the importance of conducting evaluation or scheduling opportunities to hear from their community. In addition to community feedback, participants commented about the importance of reviewing the number of attendees to events and programs as an indication of alignment of programming with community need and interest. Finally, participants also commented on examining membership numbers for an indication if a league is serving its neighbourhood effectively or sufficiently.

Specific responses about participants' first thoughts about how they know if a league is serving its neighbourhood effectively or sufficiently can be described as follows:

- By conducting evaluation or community feedback opportunities, including surveys or other feedback with community (x14);
- The amount of community members attending events and programs (x10);
- Having high membership numbers, including allowing non-members to attend (x3);
- Whether the rink at the league is full, the new year celebration numbers amongst other key events (x3);
- The amount of partnership with other leagues (x3);
- By examining the demographics of the community (x2);
- Being inclusive of the community (x2);
- Making consistent changes (x1);
- Having professional support services like bookkeepers (x1).

MEETING DATE : October 12, 2017

Item 5.4

AGENDA ITEM # : 5.4 – 2018 Budget

PREPARED BY: Debra Jakubec, Executive Director

Edmonton Federation of Community Leagues

Budget-to-Actual Statement

Account #:	Account Descriptions:	2018 Budget	2017 Budget	2016 Budget	2016 Actual (Audited)
Revenues					
Casino - Casino		\$ 36,000.00	\$ 55,000.00	\$ 55,000.00	\$ 69,378
Total Casino Revenues		\$ 36,000	\$ 55,000	\$ 55,000	\$ 69,378
Grants - Social Media Training Program		\$ -	\$ -	\$ -	\$ -
Grants - C of E operating - inflation		\$ 582,000.00	\$ 572,730.00	\$ 561,633.00	\$ 561,633
Grants - C of E Growth Plan		\$ -	\$ -	\$ -	\$ -
Grants - CSJ/STEP		\$ 14,400.00	\$ 7,320.00	\$ 8,000.00	\$ 10,559
Grants - Walking Program		\$ -	\$ -	\$ -	\$ 46,305
Grants - Green Leagues		\$ 70,000.00	\$ 90,000.00	\$ -	\$ 4,757
Grants - Edmonton Sports Council		\$ 6,000.00	\$ 10,000.00	\$ -	\$ -
Grants - Other/Programming		\$ -	\$ 15,000.00	\$ -	\$ -
Grants - Leadership - Status of Women		\$ 12,515.00	\$ 50,000.00	\$ -	\$ -
Total Grant Revenues		\$ 684,915	\$ 745,050	\$ 569,633	\$ 623,254
Income - Membership Dues		\$ 98,000.00	\$ 98,000.00	\$ 98,500.00	\$ 95,889
Income - Fees Collected on Online Sales		\$ 45,000.00	\$ 18,000.00	\$ 25,000.00	\$ 48,130
Income - Interest		\$ 8,500.00	\$ 7,000.00	\$ 7,000.00	\$ 7,051
Income - Facility Rental		\$ -	\$ -	\$ 2,000.00	\$ 430
Income - Partnerships		\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 28,000
Income - Event Sponsorships/GNR		\$ 15,000.00	\$ 15,000.00	\$ 11,500.00	\$ 33,016
Total Operational Income		\$ 196,500	\$ 168,000	\$ 174,000	\$ 212,516
Amorization - Deferred Contribution		\$ -	\$ -	\$ -	\$ 6,840
Londonderry Hall		\$ -	\$ -	\$ -	\$ 63,535
Membership Drive - Pilot		\$ -	\$ 6,000.00	\$ -	\$ -
League Supplies		\$ 28,000.00	\$ 28,000.00	\$ 27,000.00	\$ 34,394
Total Other Income		\$ 28,000	\$ 34,000	\$ 27,000	\$ 104,770
Total Revenues		\$ 945,415	\$ 1,002,050	\$ 825,633	\$ 1,009,917

Expenses

5579	Advertising & Promotion	\$ 12,000.00	\$ 7,000.00	\$ 4,000.00	\$ 2,777
5587	Northlands Day of Promo (K-Days)	\$ -	\$ -	\$ 5,000.00	\$ 4,873
5588	C.L. Service - Showcase	\$ -	\$ -	\$ -	\$ 2,766
5583	League Supplies & Membership Campaign	\$ 25,000.00	\$ 25,000.00	\$ 24,000.00	\$ 20,996
5561	C.L. Services - Community Leagues - Leagues Alive/Training	\$ 13,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,943
5562	C.L. Services - CLHeritage Days	\$ 6,000.00	\$ 7,000.00	\$ 10,000.00	\$ 3,499
5570	C.L. Services - CL Promo Arts/Heritage	\$ -	\$ -	\$ 5,000.00	\$ -
5584	C.L. Services - Promotional Items	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 1,574
5567	C.L. Services - Community League Day	\$ 8,000.00	\$ 10,000.00	\$ 8,000.00	\$ 4,142
5576	C.L. Services - Balconies in Bloom	\$ -	\$ -	\$ -	\$ -
5564	C.L. Services - Volunteer Appreciation	\$ 2,500.00	\$ 4,000.00	\$ 6,000.00	\$ -
CL Service	C.L. Service - Corporate Sponsorship Appreciation	\$ 3,000.00	\$ 4,000.00	\$ -	\$ -
5577	C.L. Services - Comm. Dev. Workshops	\$ -	\$ -	\$ 500.00	\$ -
5569	C.L. Services - Cultural Brochure/program	\$ -	\$ -	\$ 1,000.00	\$ -
5652	C.L. Services - Rink Contest Party	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 396
5563	C.L. Services - Syrian Welcome Event	\$ -	\$ -	\$ 2,500.00	\$ 2,243
CL Services	C.L. Services - Londonderry Membership Drive	\$ -	\$ -	\$ 2,000.00	\$ -
5650	C.L. Services - Talent Show	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000
CL Services	C.L. Services - 100th Anniversary Sod Turning/Campaign Costs	\$ 6,000.00	\$ -	\$ 3,000.00	\$ -
CL Services	C.L. Services - Resource Guide	\$ -	\$ -	\$ 1,000.00	\$ -
5575	C.L. Services - C.L. Board Training/Social Meeting	\$ -	\$ -	\$ 3,000.00	\$ 180
CL Services	C.L. Services - Edo Nyland Planning Award	\$ -	\$ 500.00	\$ 500.00	\$ -
CL Services	C.L. Services - Sports Bursary	\$ -	\$ -	\$ 2,000.00	\$ -
CL Services	C.L. Services - Planning Workshops	\$ -	\$ 2,000.00	\$ 3,000.00	\$ 188
CL Services	C.L. Services - Programs & Evaluation	\$ 5,000.00	\$ 20,000.00	\$ -	\$ -
5574	C.L. Services - MNO Workshops	\$ -	\$ -	\$ -	\$ -
5651	C.L. Services - Planning Award	\$ -	\$ -	\$ -	\$ (25)
	Walking Program	\$ -	\$ -	\$ -	\$ 37,880
	Great Neighbour Race	\$ -	\$ -	\$ -	\$ 9,500
	C.L. Services - Green Leagues	\$ 5,000.00	\$ -	\$ -	\$ 6,220
	Membership Drive Pilot	\$ -	\$ 5,000.00	\$ -	\$ (320)
5653	C.L. Services - Mature Walking Program	\$ -	\$ -	\$ -	\$ -
Total Community League Services		\$ 93,000	\$ 105,000	\$ 100,500	\$ 110,832

5325	EFCL Operations - Janitorial	\$ 4,600.00	\$ 4,600.00	\$ 4,600.00	\$ 4,477
5335	EFCL Operations - Bank Chgs. & Merchant Fees	\$ 12,400.00	\$ 1,400.00	\$ 1,200.00	\$ 2,224
5340	EFCL Operations - Office Equipment Maintenance	\$ 1,000.00	\$ 2,000.00	\$ -	\$ 3,127
5341	EFCL Operations - Service Agreements, etc.	\$ -	\$ 8,000.00	\$ 8,000.00	\$ 7,855
5345	EFCL Operations - Office Supplies	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 8,272
5346	EFCL Operations - Goodwill/Recognition	\$ 2,000.00	\$ 5,000.00	\$ 2,000.00	\$ -
5347	EFCL Operations - Subscriptions	\$ 500.00	\$ 500.00	\$ -	\$ 1,811
5350	EFCL Operations - Photocopy/Postage	\$ 6,000.00	\$ 10,000.00	\$ 10,500.00	\$ 4,231
5355	EFCL Operations - Base Maintenance	\$ 11,000.00	\$ 13,000.00	\$ 12,000.00	\$ 13,455
5356	EFCL Operations - Utilities	\$ 22,140.00	\$ 18,000.00	\$ 15,000.00	\$ 18,218
EFCL Operations	EFCL Operations - Callout Repairs	\$ 500.00	\$ 500.00	\$ 1,500.00	\$ -
5360	EFCL Operations - Security	\$ 1,200.00	\$ 1,200.00	\$ 1,000.00	\$ 598
5364	EFCL Operations - Amortization	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 66,991
5365	EFCL Operations - Courier	\$ 400.00	\$ 400.00	\$ 650.00	\$ 751
5366	EFCL Operations - Staff Cell Phones	\$ 3,000.00	\$ 3,200.00	\$ -	\$ 1,144
5367	EFCL Operations - Telephone & Internet	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,635
5361	EFCL Operations - Hosting & E-Mail	\$ 1,300.00	\$ 10,000.00	\$ 1,350.00	\$ 158
5368	EFCL Operations - Website	\$ 4,000.00	\$ 10,000.00	\$ -	\$ 1,087
5369	EFCL Operations - Insurance	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,460
5370	EFCL Operations - Membership Dues	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 637
5373	EFCL Operations - Recruitment	\$ 800.00	\$ 800.00	\$ 1,500.00	\$ 1,281
	EFCL Operations - Parking	\$ 1,200.00	\$ -	\$ -	\$ 389
	EFCL Operations - Meals	\$ -	\$ -	\$ -	\$ 13,481
	EFCL Operations - Grant Contingency	\$ -	\$ -	\$ -	\$ 2,000
EFCL Operations	EFCL Operations - Unknown Event	\$ -	\$ -	\$ -	\$ 1,375
Total EFCL Operations		\$ 114,540	\$ 131,100	\$ 97,800	\$ 158,659
5500	Governance - Committees/Meetings	\$ 2,000.00	\$ 5,000.00	\$ 4,000.00	\$ 1,870
5525	Governance - Board Meetings	\$ 3,000.00	\$ 4,000.00	\$ 3,000.00	\$ 1,871
5530	Governance - District Meetings	\$ 4,000.00	\$ 5,000.00	\$ -	\$ -
5535	Governance - General Meetings	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 6,792
5551	Governance - Conferences	\$ -	\$ -	\$ -	\$ 154
5555	Governance - Board Training	\$ 2,000.00	\$ 2,000.00	\$ 6,000.00	\$ 7
	Board Secretary	\$ 6,000.00	\$ 6,200.00	\$ -	\$ -
	Staff Meetings/Retreat	\$ 1,000.00			

Total Governance Expenses		\$ 25,000	\$ 29,200	\$ 20,000	\$ 10,695
5595	Professional Fees - Audit	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 9,000
5610	Professional Fees - Legal	\$ 3,000.00	\$ 5,000.00	\$ 3,000.00	\$ 5,522
	Professional Fees - Capital Project	\$ -	\$ 16,000.00	\$ -	\$ -
	Professional Fees - Evaluation Tool Development	\$ -	\$ -	\$ -	\$ -
	Professional Fees - Annual Report Writing and Design	\$ -	\$ 25,000.00	\$ -	\$ -
	Professional Fees - Other	\$ -	\$ -	\$ -	\$ 19,563
Total Professional Fees		\$ 10,000	\$ 53,000	\$ 10,000	\$ 34,084
	Staff - Salaries	\$ 577,000.00	\$ 566,000.00	\$ 452,113.00	\$ 519,706
	Staff - Exec.Director Transition	\$ -	\$ -	\$ 20,000.00	\$ 10,312
	Staff - Group RRSP Program	\$ 12,600.00	\$ 12,600.00	\$ 14,400.00	\$ 10,315
	Staff - Contract Services	\$ 40,000.00	\$ -	\$ 36,522.00	\$ 43,164
	Staff - STEP/CSJ	\$ 16,400.00	\$ 9,600.00	\$ 16,000.00	\$ 7,726
	Staff - Training/Courses/Team building	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 320
	Staff - CPP/EI	\$ 57,619.00	\$ 56,600.00	\$ 38,000.00	\$ 34,175
	Staff - Health Benefits	\$ 10,000.00	\$ -	\$ -	\$ 10,292
	Staff - Mileage	\$ 4,000.00	\$ 6,000.00	\$ 3,000.00	\$ 3,287
Total Staff Expenses		\$ 722,619	\$ 655,800	\$ 588,035	\$ 639,297
5664	One-time - Business Financial Plan	\$ -	\$ -	\$ -	\$ -
5665	One-time - Growth Plan	\$ -	\$ -	\$ -	\$ 205
5666	One-time - 100th Anniversary	\$ -	\$ -	\$ -	\$ 102,756
5667	One-time - 100th Anniversary Celebration	\$ -	\$ -	\$ -	\$ 65
5700	One-time - Londonderry Hall Expenses	\$ -	\$ -	\$ -	\$ 67,715
	One-time - Strategic Plan 2019-2022)	\$ 5,000.00	\$ -	\$ -	\$ -
Total One-Time Expenses		\$ 5,000	\$ -	\$ -	\$ 170,740
Total Operating Budget Expenses		\$ 970,159	\$ 974,100	\$ 816,335	\$ 1,124,307
Total Budgeted Income/Loss		\$ (24,744)	\$ 27,950	\$ 9,298	\$ (114,390)
Non-Cash Items	EFCL Operations - Amortization	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
Total Budgeted Income / Deficit		\$ 256	\$ 52,950	\$ 34,298	\$ (114,390)

MEETING DATE : October 12, 2017
AGENDA ITEM # : 5.5 – Social Enterprise Fund
PREPARED BY: Debra Jakubec, Executive Director

Item 5.5

Recommendation:

That the EFCL pass the following Special Resolution:

“Be it resolved that the Edmonton Federation of Community Leagues may borrow \$500,000 from the Social Enterprise Fund to bridge fundraising efforts for the 100th Anniversary Plaza.”

Background:

The Social Enterprise Fund (SEF) has requested confirmation that the board of directors can borrow funds. The issue of borrowing funds from the SEF was first introduced to the board in January of 2017 and a resolution was adopted by the board of directors at the January 12, 2017 board meeting. To borrow funds our bylaws require a Special Resolution, which is outlined below.

Bylaw 17.1

The EFCL, upon adoption of a Special Resolution only, may borrow monies or raise or secure the payment of money or issue debentures, or sell or dispose of any property of the EFCL.

MEETING DATE : October 12, 2017
AGENDA ITEM # : 5.6 – Fall General Meeting Agenda Review
PREPARED BY: Debra Jakubec, Executive Director

Item 5.6



**Edmonton Federation of Community Leagues
Fall General Meeting & Playground Fair
Chateau Louis Hotel - 11727 Kingsway - Tuesday, October 24, 2017**

**Edmonton Parks & Playground Fair, Appetizers and Cocktails 5:30pm – 6:30 PM
Registration for General Meeting: 5:00 PM to 6:00 PM
General Meeting: 6:30 PM to 9:30**

- 1.0 Call To Order (6:30 PM)**
 - 1.1 Welcome Guests And Acknowledgement Of Corporate Sponsors
 - 1.2 Opening Comments From The President
 - 1.3 Comments From Meeting Host - Edmonton Parks & Playground Fair

- 2.0 Approval Of Agenda (6:40 PM)**
 - 2.1 Fall General Meeting Agenda

- 3.0 Approval of Draft Minutes (6:45 PM)**
 - 3.1 Draft Annual General Meeting Minutes – May 24, 2017

- 4.0 Presentations (6:55 PM)**
 - 4.1 Out of School Time (OST) Project – REACH Edmonton
 - 4.2 Cyber Insurance – Foster Park Brokers

- 5.0 Information Updates/Announcements (7:20 PM)**
 - 5.1 Bulk Purchase City of Edmonton Passes
 - 5.2 Bulk Purchase Energy
 - 5.3 Community Active Recreation Project
 - 5.4 Membership Benefit Update
 - 5.5 Leagues Alive
 - 5.8 100th Anniversary Plaza Project Update

- 6.0 Board And Planning Committee Elections (7:50 PM)**
 - 6.1 Board Elections (if required)
 - 6.2 Planning Committee Elections (if required)

- **COFFEE BREAK (7:55 PM)**

- 7.0 Door Prize (8:15 PM)**
 - 7.1 Prizes

- 8.0 Decision Items**
 - 8.1 EFCL 2018 Budget

- 9.0 Notice of Motion (8:15 PM)**
9.1 Cyber Insurance
- 10.0 Discussions/Survey (8:20 PM)**
10.1 Healthy Leagues - Self-Assessment (8:20 PM)
10.2 Community League Projects Discussion & Survey (8:30 PM)
- 11.0 News From The City Of Edmonton (By Exemption) (9:00 PM)**
11.1 Neighborhood Recreation Coordinator (NRC) update
- 12.0 Executive Director's Report (By Exemption) (9:15 PM)**
- Election Survey Questions to Candidates
 - League Membership Sales at Servus Credit Union
 - Green Leagues
 - Leadership Project
 - Neighbour to Neighbour Campaign
 - Canada 150 – Volunteer Rock! Event
- 13.0 Open Mic—Community League Dialogue (9:20 PM)**
- 14.0 Next General Meeting**
- 15.0 Adjournment (9:30 PM)**
- 16.0 Hall Clean Up**

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6.0 NEWS FROM THE CITY OF EDMONTON

MEETING DATE : October 12, 2017

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, October 12, 2017



THE WAY WE LIVE: *Improve Edmonton's Livability*

An Update from Abundant Community Edmonton

[Abundant Community Edmonton \(ACE\)](#) welcomes you to attend the next monthly ACE Practitioners' Gathering on Saturday October 14, 9:30 am - 12:30 pm, at North Millbourne Community League Hall (980 Millbourne Road East) . Anyone and everyone is welcome, all ages! These monthly get-togethers are informal, collaborative conversations with Neighbourhood Connectors, Block Connectors, their support teams and Community League representatives, City staff and anyone interested in building a greater culture of care and connection at the block level through getting to know their neighbours. To be added to the monthly gathering invite list, contact Anne Harvey at anne.harvey@edmonton.ca.

Let's share stories of neighbourliness! We encourage you and your neighbours to share stories of neighbourliness where you live - check out full details about **Awesome Block Recognition** at edmonton.ca/abundantcommunity.

If you'd like more information about ACE and whether or not there are Block Connectors in your neighbourhood, please call 311 or contact your Community Recreation Coordinator (CRC), and check out edmonton.ca/abundantcommunity.

THE WAY WE GREEN: *Preserve and Sustain Edmonton's Environment*

Ribbon of Green

Watch for details about the next stage of public engagement in October and November 2017. You will be invited to provide feedback on the analysis, inform site requirements for different uses in the study areas and inform how to protect and enhance the ecological network. The Open Houses will be held in the North and South study area. The South Open House will coincide with the [Oleskiw River Valley Park Master Plan](#) Open House.

The Ribbon of Green project focuses on the southwest and northeast corners of the city. [View the Study Area Maps, and other documents and reports](#) for more background on this initiative.

[The Ribbon of Green](#) (2018) will consolidate previous Ribbon of Green plans and documents (1990 and 1992), plus develop strategic guidance for the southwest and northeast corners of the river valley and ravine system that was not previously undertaken.

Upcoming Meetings, Events and Activities

Events and Activities

Oct 7	Up and Downtown Music Festival 2017 - Beaver Hills House Park
Oct 13	Festival of Witchcraft and Wizardry - Dr. Wilbert McIntyre Park
Oct 14	ACE Network Meeting, 9:30am - 12:30 pm, North Millbourne Community League Hall (980 Millbourne Road East)
Oct 16	Election Day
Oct 19	Recreation Network Meeting (Northeast), 5-8 pm at the Edmonton Art Gallery
Oct 25	Recreation Network Meeting (Southeast), 6:00-8:30 pm at Café Bicyclette
Oct 25	Recreation Network Meeting (Southwest), 6:30-8:30 pm at Terwillegar Recreation Centre
Oct 25	Take me Outside Day
Nov 1	Family Violence Prevention Month Proclamation Event
Nov 3	27th Annual Chili Cook Off
Nov 4	CPC Rodeo Kids Korral
Nov 6	No Stone Left Alone Memorial Foundation - Beechmount Cemetery
Nov 26	"All is Bright" on 124 Street

8.0 STAFF REPORTS

MEETING DATE : October 12, 2017
AGENDA ITEM # : 8.1 – Executive Director’s Report
PRESENTED BY: Debra Jakubec, Executive Director

Item 8.1

Community League Day

Community League Day this year had wonderful fall weather and many events were held. All staff and six board members attended Community League Day events this year. We had over 60 Leagues register events but a smaller than usual number of leagues picked up their boxes. Amazingly, between 11:00am-12:00pm our hashtag #yegCLday2017 trended on social media!

If board members have photos to share please email them to jasmin.joe@efcl.org

Leagues Alive

Leagues Alive will be held at McEwan University on November 18, 2017. Board members who will attend and introduce speakers may come for free. You will need to contact Colin at colin.johnson@efcl.org to register and confirm your sessions. If you would rather attend as a community league member you may register online at Eventbrite.

Leagues Alive Agenda

- Technology Tools to Enhance Engagement
- Risk Management and Insurance
- Women in Leadership
- Navigating Civics League
- Banking Tips for Leagues
- Engaging Volunteers
- Adding (a little) Flexibility with Bylaws
- Making the Most of Upgrading: Adding Sustainability Thinking into Hall Renovations
- Abundant Communities Edmonton and Data
- Things I Wish I Knew About Financial Statements!
- Storytelling to Engage Your Community
- Success with ALGC
- Physical Literacy in the Community
- Programs in Partnership
- Mentoring to Develop Board Talent

Partnering Agreement Evaluation Framework and Tools

We have done more work on Evaluation Framework and hope to have it completed by October and will develop any tools required by early November. The Executive Director expects to present alongside Administration in November.

List of Election Questions to Candidates

At the Annual General Meeting, the EFCL asked for feedback from leagues regarding our approach to the election. Since many leagues/districts organized and held their own forums, the EFCL decided to gather data at meetings we held. We also sent out a survey asking leagues what questions they would ask candidates. The responses were trended and a list of questions for the candidates was developed and shared with candidates who had their email addresses posted on the open data website. Over 40 candidates replied and their responses are available at <http://efcl.org/2017-edmonton-election/>

The trended categories in the survey (and number of questions per category) were as follows:

Public Engagement	13
Infill Housing	13
Role of the Community League	9
Transportation	7
Vision/General Platform	6
Financial Accountability	5
Parks: Preservation of Neighbourhood Parks; Surplus School Sites	5
Crime	4
Role of the city councillor	4
Community Amenities	4
Construction Problems/Damages to Neighbours/Neighbourhood	3
Flooding	0

District Meetings

District meetings are being arranged for the areas that have not been held yet. We are trying to arrange dates before mid-December of 2017.

District	Date	EFCL Staff	District Rep Confirmed?	Location
J	12-Oct-17	Joanne & Colin	Yes	Fulton Place (6115 Fulton Rd NW)
A	17-Oct-17	Colin	Up for Election	Kensington (12130 - 134A Avenue)
I	17-Oct-17	Debra	Up for Election	
F	18-Oct-17	Joanne	Yes	Boyle Street (9538-103A Avenue)
C	2-Nov-17	Joanne	No	Homesteader (565 Hermitage Road)
B	2-Nov-17	Colin	No	McLeod (14715 - 59 Street)
E	7-Nov-17	Colin	No	High Park (11032 - 154 Street)
L	7-Nov-17	Debra	No	
G	19-Oct-17	Debra	Up for Election	Bellevue (7308 112 Ave NW)

Out of School Time

The Out-of-School-Time (OST) Collaborative coordinates a collective approach to delivering summer programs throughout the city, with a specific focus on programs located in areas with high refugee settlement. These programs have a strong academic, cultural and recreational focus.

OST often partners with area schools but is challenged finding space in some areas. They are hoping to create partnerships with leagues in the following areas: Edmonton Central, North/Northeast including the Clareview area, and Mill Woods. OST will present at our next general meeting.

100 Anniversary Plaza Video

At the last board meeting, board members who are on the Capital Campaign Cabinet expressed the need for a video showing the park walk-through that could be used for potential corporate donors. Several video companies have been approached and bids are coming in to be reviewed.

Bulk Energy

We have received two proposals for bulk energy and are waiting on two more to come in to review and present at the general meeting.

Vital Signs Report

The EFCL was approached by the Social Planning Council regarding the annual Vital Signs Report put out each year by the Social Planning Council and the Edmonton Community Foundation. The EFCL has been mentioned in this year's report under the section regarding Reducing Isolation. See attached.

Grant List

Funder	Topic	Amount requested	Approved
Heritage Canada	100 th Anniversary Capital Project	\$500,000	Approved for \$215,000
Status of Women – Government of Alberta	Leadership Mentor Program	\$50,000	Approved for \$50,000
CIP Operating grant	Program and Evaluation Director (2 years)	\$75,000	Declined
Canada Summer Jobs – Federal	Summer Students – applied for 3	\$14,034	Approved
Co-op Community Spaces grant	100 th Anniversary Project	\$125,000	Declined
Community Environment Action Grant - Province	Green Leagues	\$90,000 over 2 years	Approved
Eco City Edmonton	Green Leagues	\$10,350	Declined
Edmonton Canada 150 grant	Celebrating Canada 150 and volunteerism	\$4,400	Approved \$3,125
Blue Cross	100 th Anniversary Project	\$50,000	In Process
ECAP	To support volunteer capacity building	\$360,000 / 3 years	In Process
Aviva	100 th Anniversary VOTING OPEN NOW!	\$50,000 - \$100,00	In Process
Human Rights and Multiculturalism - LETTER OF INTENT ONLY	Diversity work and capacity building	\$143,616 / 3 years	In Process

9.0 WORK IN PROGRESS

MEETING DATE : October 12, 2017
AGENDA ITEM # : 9.1 – EFCL Work in Progress
PREPARED BY: Debra Jakubec, Executive Director

Item 9.1

MEETING DATE	REF.	ITEM	STATUS
2016/10/13	9.1	Executive Director’s Report—Malmo-Lansdowne District Change Request With L. Smith retiring from the Board, D. Jakubec advised she would ask J. Booth to follow-up on the status of the Malmo-Lansdowne District change request.	
2017/01/12	5.6	Social Enterprise Fund Loan Application That the EFCL Board approve proceeding with the application eligibility process for bridge loan financing through the Social Enterprise Fund.	In Process
2017/01/12	9.0	Sub-dividing Community Leagues The EFCL to work with the City to set up some processes regarding how to subdivide an existing community league. (There are processes in place for boundary changes, but not for the creation of new leagues from within old ones.)	In Process
2017/03/09	5.1	Finance Committee Draft Terms of Reference R. Hoyle to forward a draft TOR that she recently helped to develop for another committee. D. Jakubec will email a “doodle poll” to determine the first Committee meeting date/time.	In Process
2017/04/13	3.4	Community Gardens Guide to be edited, posted on the EFCL website, as well as hard copies made available for community leagues.	In Process
2017/09/14	5.4	July Financial Statement D. Jakubec to speak with the EFCL’s finance person to revise the format of the quarterly financial statement for the Board to review.	In Process

MEETING DATE	REF.	ITEM	STATUS
2017/09/14	5.6	<p>Fall General Meeting Agenda</p> <p>The following additions were discussed to add to the agenda:</p> <ul style="list-style-type: none"> 8.2 EFCL 2018 Draft Budget 11.2 Add NRC (Neighborhood Recreation Coordinator) update under News from the City of Edmonton Health of the Leagues Partnering Agreement assessment tool (draft document of some kind) 5.8 – EFCL 100th Anniversary Plaza Project update 	Completed
2017/09/14	5.8	<p>Charitable Application</p> <p>That the EFCL Board approve proceeding with the EFCL’s application for charitable status.</p>	In Process
2017/09/14	6.2	<p>Rollie Miles Park</p> <p>C. Shannon to inquire regarding the EFCL fundraising toward its new office space requirements.</p>	In Process
2017/09/14	11.0	<p>District Updates/Feedback</p> <p>C. Shannon to investigate that status of the proposed legislation preventing schools from sitting empty schools forcing them to become derelict and leading to their closure. She will forward a study about how civic design impacts population health.</p>	