



EFCL Board Meeting Minutes

April 14, 2022 Virtual Meeting Via Zoom, 6 p.m MST

Attendance

Board Members:

Jenn Parsonage, District L (President/ Chair)
Ryan Barber, District, District H (VP Internal)
Jon Morgan, District K (VP External Interim)
Anita Lunden, District J (Treasurer)
Gino Akbari, District F
Morgan Wolf, District G
Lesli Olsen, District I

Guests / EFCL Staff:

Leslee MacKey (Safe Walk Coordinator)
Laura Cunningham-Shpeley, Executive Director
Sandra Johnston, Board Development Advisor
Marjorie Stefanyk, Minutes

1.0 Welcome and introductions:

The meeting was brought to order by J. Parsonage at 6:02 p.m. She extended a welcome and invited everyone present to introduce themselves and provide a brief description of the district or department they represent. L. MacKey briefly described the purpose of Edmonton Safe Walk, a partnership between Sisters Dialogue, EFCL, and the City of Edmonton (the City). This pilot project, to be launched in May 2022, is focusing on supporting mainly Black, racialized, and visibly Muslim women (although all are welcome) who do not feel safe walking to and from transit, jobs or walking for exercise and would like a volunteer partner to accompany them. Their website provides an app where a request can be booked.

L. MacKey left the meeting at 6:14 p.m.

2.0 Review of agenda:





Nothing was added to or changed in the agenda.

Motion 22-04-14-01: That the agenda be accepted as written.

J. Morgan / R. Barber

Carried

3.0 Work in progress:

L. C-Shpeley reviewed items moving forward.

- The Recreation Committee TOR Board increased Board members to 3 and League members to 5.
- The City has requested more time to bring forward new CLOG funding options.
- Partnering agreement between EFCL and the City based on principles identified by the Board.

4.0 Consent Agenda:

- 4.1 Minutes of Board Meeting March 10, 2022
- 4.2 Minutes of WGM February 15, 2022
- 4.3 Letters - Urban Planning Committee
- 4.4 Committee Reports - PDC Summary

Motion 22-04-14-02: To approve all the items in the consent agenda.

J. Morgan / A. Lunden

Carried

5.0 News from the City:

- The Tripartite Sub-License Approval Process has been revised and updated.
- Capital City Clean-up Program: Community Leagues can submit requests for funds to help with waste and litter removal. This is a first-come-first-serve basis.
- Litter Kits for Community Leagues: 1600 litter kits will be available to EFCL on April 25, 2022 for pickup and delivery to participating Leagues. Requests for kits or to replenish can be requested on the CCCU website.
- 2022 Community Mural Grant Program: Applications are on a first-come-first-serve basis and can be up to \$5,000 with 25% matching funds provided by the League. This can be used for needs associated with the creation and installation of a mural in the community.





- Community Leagues with fully enclosed rinks, tennis courts or other areas can apply to have these areas off-leash from May to September.
- Alcohol consumption in parks May 1 to October 10, 2022: Leagues that are near these designated areas will be informed. Signage will indicate where alcohol may be consumed.
- Green Shack and Leaders in Training Camps will be back for summer 2022.
- Rollie Miles District Park: A Stakeholder (including EFCL) Engagement Session will be held April 20, 2022 and a Public Engagement Session will be held April 26, 2022.

6.0 District updates:

6.1 Resignation of Giselle General

The resignation of G. General (District G), submitted to the Board earlier in April, was formally recognized leaving the position of VP External vacant.

6.2 Updates:

- District J: The opening of the Fulton Ravine Sports Park was postponed until June. An assisted living complex near Capilano Mall is proceeding. Outdoor and combined indoor/outdoor Easter activities at some Leagues are planned. League Board membership continues to be a concern.
- District K: An incident involving a car driving into a wall of the Duggan Community Hall has not yet been resolved due to the nature of the structural damage. A temporary wall has been built around the car until the car can be safely removed and repairs made. Councilors attended some league meetings.
- District G: Parkdale Cromdale has opened a new lounge. The crime rate continues to escalate in the Alberta Avenue area. Security fences are being considered as one way to provide safety and sight lines. The Hockey Edmonton programs in Delton, Spruce Avenue and Eastwood have been very successful. L. C-Shpeley and M. Wolf met with a representative from the mayor's office. The community garden application is being reconsidered.
- District F: Several EV charging stations are being built. G. Akbari has been active with Leagues on Truth and Reconciliation projects. L. C-Shpeley suggested borrowing the Murdered and Missing Indigenous Women art display from Parkdale Cromdale as a possibility for any interested representatives.
- District L: A community-based health and wellness hub will be built in Mill Woods near the Grey Nuns Hospital with the goal of addressing health needs of that area. J. Parsonage joined several in-person league meetings that were also available remotely.



Preparations for Canada Day celebrations have begun. The Hockey Association has approached leagues in this district for volunteer help.

The position of VP External being available, J. Parsonage asked for a motion to appoint an interim replacement until elections are held in June.

Motion 22-04-14-03: That J. Morgan be appointed interim VP External.

M. Wolf / R. Barber

Carried

7.0 Draft City of Edmonton Funding/Partnering Agreement:

L. C-Shpeley invited comments on the draft document adding that the purpose of the revision was updated verbiage. Concern was expressed over the word “adversarial” used in Section 2 Principles. It was agreed a more suitable choice, similar to one in the Tripartite Agreement, could be the insertion of a mechanism on how to deal with conflict. L. C-Shpeley will be meeting with the City on April 21 and suggested that Board members consider contributing further ideas until then.

8.0 Human Resources Policy:

8.1 Presentation on Board Policy (S. Johnston)

S. Johnston provided a brief presentation on the purpose and common structure of board approved compensation and human resources policies. Generally these policies delegate the management of staff and staff compensation to the Executive Director within a compensation philosophy and budgetary limits set by the Board. A policy on ED compensation and HR is more specific and includes expectations, supervision, benchmarks and succession planning. The Board was comfortable with such an approach and staff will develop such a policy for Board approval.

8.2 EFCL Compensation Policy (L. C-Shpeley)

This proposed policy would replace the guidelines in the EFCL Policy Manual and become part of the HR Policy. It would be a step system of salary ranges based on staff requirements, skills,



length of service and areas of expertise. When able, cost of living adjustment could be factored in. Any upward movement would first require a job evaluation. Comparisons could be made with other non-profit organizations.

Motion 22-04-14-04: That the Compensation Policy be adopted as presented.

A. Lunden / J. Morgan

Carried

8.3 Social Media Presence for executive roles (R. Barber, verbal)

Concern was expressed that in the past, appropriateness of board member roles in social media has not been clearly defined and should be a part of job descriptions. Other comments included:

- EFCL must be perceived as non-partisan, especially in the case of contentious issues; personal views should not be expressed on social media as being that of the organization.
- Job descriptions should include social media parameters.
- Appointing one spokesperson to represent the organization, and, if needed, one for the Board.
- Importance of building a positive EFCL presence on social media.

R. Barber will come back to the Board with a further proposal.

8.4 Board email addresses

The EFCL proposed that they move forward with personal email addresses for each Board member to replace the district email. The district email address would remain as an alias for the named account. When a new member joins the Board, the emails from the previous Board member would be migrated into the new Board member's account to maintain a history of emails between the Leagues and their district representative.

Motion 22-04-14-05: That the EFCL create personalized email addresses for each Board member that would be an alias for the named (district) account.

J. Morgan / R. Barber

Carried

(M. Wolf left the meeting at 8:05 p.m.)

(There was a 5 minute break)





9.0 Finance Report:

9.1 Statement of First Quarter Financial Position

A. Lunden presented a copy of the first quarter financial report for review. Everything is on track in spite of a general increase in costs. Long term considerations include sources of revenue and planned spending.

Motion 22-04-14-06: That the statement of first quarter financial position be approved as written.

J. Morgan / A. Lunden

Carried

10.0 Committee Matters:

10.1 Appointment of Planning and Development Committee Chair and Vice Chair

The PDC recommended that the Board appoint Miles Berry, from District J, as Chair of the Committee. This recommendation was based on the decision at the last EFCL Board meeting that the recommendation should come from the Committee.

Motion 22-04-14-07: That Miles Berry of District J, be approved as the chair of the Planning and Development Committee, and the role of Vice Chair be left unfilled at this time.

R. Barber / J. Morgan

Carried

10.2 Finance Committee Terms of Reference (L. C-Shpeley)

L. C-Shpeley reviewed the proposed TOR with Board members.

Motion 22-04-014-08: That the Finance Committee Terms of Reference be approved as written.

R. Barber / J. Morgan

Carried

10.3 Nominations Committee Terms of Reference (L. C-Shpeley)

(Lesli Olsen joined the meeting at 8:30 p.m)



L. C-Shpeley reviewed the TOR and invited questions from the Board. She asked whether the Board wished to vote on the document as a whole or in separate headings.

Motion 22-04-14-09: That the Terms of Reference for the Nominations Committee be voted on as an entire document as presented.

A. Lunden / R. Barber

Carried

Motion 22-04-14-10: That the Terms of Reference for the Nominations Committee be accepted as written.

A. Lunden / J. Morgan

Carried

S. Johnston asked if anyone wished to volunteer to join the Committee. The Chair suggested Board members take time to consider this possibility.

10.4 Recreation Committee report

The Edmonton Interdistrict Youth Soccer Association (EIYSA) has invited the EFCL to join with them and Little Kickers to provide another option for community soccer programs. Little Kickers would run the programs and provide the equipment. Costs would be 30% lower than current community soccer programs. Leagues could charge the program for the rental of space, a sublicense agreement.

Motion 22-04-14-11: That the EFCL Board enter into a pilot project with EIYSA and Little Kickers to provide an alternative community soccer program in 2022.

R. Barber / L. Olsen

Carried

Motion 22-04-14-12: To appoint R. Barber as a member of the Recreation Committee

J. Morgan / L. Olsen

Carried

11.0 Annual General Meeting:

11.1 Type of meeting - Online, Hybrid, In Person

Motion 22-04-14-12: That the type of meeting chosen for the June 1, 2022 AGM be hybrid.



L. C-Shpeley will look into a location for the AGM using venue capacity and distancing as guides.

L. Olsen / J. Morgan

Carried

11.2 Breakout Rooms, Presentations, draft agenda

L. C-Shpeley suggested that the breakout rooms will be organized by EFCL program, s such as Board Development,, Communications, Planning and Development, and Green Leagues. Presentations will include audited financials, introducing EFCL's other Board committees, , Infrastructure Database, a panel on Community League Day events, and the Annual Report. L. C-Shpeley will present a draft agenda for approval at the May Board meeting.

11.3 Award Policy discussion

EFCL staff will develop a policy that will be presented in the fall for consideration in order for awards to be given at the Annual General Meeting in 2023. The point is to expand the awards and establish criteria and process for each award. so.

12.0 Reports:

12.1 President's Report - verbal

J. Parsonage reported that the issue with Belleview Community League has been resolved and is back to being fully operational.

She attended in person meetings with several Community Leagues as an EFCL representative that took her to different areas of the city.

12.2 Executive Director's Report

L. C-Shpeley's report included:

- New initiatives
- Meetings with external stakeholders
- Presentations - external
- Engagement with internal stakeholders
- Staffing changes
- EFCL Staff quarterly update
- Events from January 1 - March 31, 2022 and links to upcoming events





- A. Lunden inquired whether long-service awards could be considered for some individuals upon retirement. R. Barber suggested such an undertaking should be initiated by the Executive Director.

13.0 Termination:

The meeting terminated at 9:19 p.m

