



Date: May 12, 2022

# Board Meeting Minutes DRAFT

## Virtual Meeting via Zoom, 6 p.m MST

### Attendance

### Board Members:

Jenn Parsonage, District L (President / Chair)  
Jon Morgan, District K (VP External Interim)  
Anita Lunden, District J (Treasurer)  
Morgan Wolf, District G  
Lesli Olsen, District I

### Guests / EFCL Staff:

Rochelle Diederichs (City of Edmonton)  
Stephen Webber (Metrix Group)  
Emma Chen (Finance)  
Laura Cunningham-Shpeley, Executive Director  
Sandra Johnston, Board Development Advisor  
Marjorie Stefanyk, Minutes

### Regrets:

Ryan Barber, District H, VP Internal  
Gino Akbari, District F

### 1.0 Welcome and Introductions:

The meeting was brought to order by J. Parsonage at 6:07 p.m. She welcomed everyone and invited R. Diederichs from the City of Edmonton to introduce herself, and then, in turn, for Board members and EFCL staff present, to introduce themselves.

### 2.0 Review of Agenda:





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No changes were made to the agenda.

**Motion 22-05-12-01: That the agenda be accepted as written.**

**L. Olsen / J. Morgan**

**Carried**

**3.0 Work in Progress:**

- Email addresses were created for EFCL Board members. District emails will continue to exist as an alias and will be transferred to the next Board member in that position.
- The City of Edmonton has requested extending the timeframe to bring forward more CLOG funding options.
- L. C-Shpeley is continuing to work on the Draft Operational Plan (separate from the Draft Budget) focusing on realignment with the EFCL's Strategic Plan emerging from COVID and completion of the Plaza Project.

**4.0 Consent Agenda:**

- 4.1 WGM Minutes
- 4.2 April Board Minutes
- 4.3 Letters

**Motion: 22-05-12-02: to approve all the items in the consent agenda.**

**J. Parsonage / L. Olsen**

**Carried**

**5.0 News from the City:**

- The City of Edmonton provides two types of licenses for planned outdoor events on City land: Neighbourhood Services provides licensing for Neighbourhood Events and Residential Block Parties and Play Streets. Civic Events provides licensing for festivals and larger events.
- Awesome Blocks Awards 2022: nominations run from May 1 to August 21.
- Neighbourhood Services on NextDoor: this is a neighbourhood social network where community members can connect with other residents, learn about different activities and share information.
- Alcohol consumption at designated picnic sites pilot project: from May 1, 2022 until October 10 and includes 124 picnic sites across 18 parks. Tables have signage identifying the designated tables.
- Root for Trees Volunteer Project: provides group guided and self-guided tree planting programs for volunteers wishing to participate in the project.





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- This is the season for the birth of coyote pups, and the City has outlined precautionary tips for avoiding attacks on pets, as coyotes can be more aggressive at this time. Calling 311 is suggested if aggressive behaviour towards pets or humans is witnessed.

#### 5.1 Workshop Request

EFCL Board members and the Executive Director were invited to attend a virtual workshop to provide feedback on the proposed Community Parks Framework which would replace the Neighbourhood Park Development Program, started in 1983. The date and time selected for the 1 ½ hour workshop was Wednesday, May 25, 2022 from 4:30 to 6:00 p.m.

#### 6.0 Annual Report:

L. C-Shpeley presented the 2021 Annual Report *Community Hubs: Our Past and Future* Highlights of the report included:

- An overview of EFCL programs offered and statistics on Community League participation
- Statistics on Community League use of EFCL resources and assistance  
Accomplishments such as the final completion of the Community League Plaza in Ha and the new Tripartite Agreement with the City of Edmonton, which accomplished improvements for Community Leagues
- The creation and delivery of Opportunities Fairs
- The EFCL's work on Reconciliation

**The audited financial information will be appended to the annual report once it is approved by the membership at the Annual General Meeting**

**Motion 22-05-12-03: That the 2021 Annual Report be approved as presented and included in the 2022 AGM package.**

M. Wolf / J. Morgan

Carried

#### 7.0 AGM Agenda:

**Motion 22-05-12-04: That the AGM agenda be accepted as written.**

L. Olsen / A. Lunden

Carried





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### 7.1 Roles at AGM and location

Board members were asked to state their preference of how they wished to participate in the AGM, choices being in person or online. The Board reviewed the agenda and determined speaking roles.

Calder Community Hall has been selected as the venue for the in-person part of the AGM. Although the hall's capacity is 250 persons standing and 150 seated, it was decided to restrict the amount to 100 for the meeting. There will be 10 tables set up, seating 8 each. L. C-Shpeley presented shared screen photos of the venue.

### 7.2 2023 General Meeting Dates

Proposed dates for general meetings were: Fall General Meeting on Thursday, October 20, 2022, and the Winter General Meeting for Wednesday, February 8, 2023. A possible choice for the next AGM was Thursday, June 8, 2023 and the 2023 Fall General Meeting for Tuesday, November 23. After some discussion, it was decided to proceed with the date proposed for the Fall General Meeting, and to defer final decisions on the dates for the remainder of the meetings until the June Board meeting.

### **8.0 AGM Health Protocol:**

It was agreed masking should be strongly recommended throughout, except for eating. It was also suggested, weather permitting, doors could be left open for circulation. Masks and hand sanitizer will be provided.

**Motion 22-05-12-05: The EFCL strongly recommends the use of masks during the 2022 AGM Meeting.**

**A. Lunden / J. Morgan**

**Carried**

### **9.0 Finance Committee:**

#### 9.1 Audited Financial Report

The Audited Financial Report was presented by Stephen Webber of the Metrix Group. Overall, it was very positive with no significant deficiencies.

Recommendations made:

- to address stale dated cheques issued between February 2017 and up to December 2020 on the outstanding cheque list. Following the presentation, L. C-Shpeley and E.





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Chen clarified that Leagues would be contacted regarding any uncashed cheques over the amount of \$100.00.

- to review and adjust “other payable accounts” to reflect only the current amounts payable to the community leagues, if any.

Program expenses were down from the previous year because of grants from the Edmonton Oilers Community Foundation and the City of Edmonton grants of COVID support for those Leagues in need. The report included a letter to the Board which will be included in the presentation at the AGM.

(Following the presentation, S. Webber and E. Chen left the meeting.)

**Motion 22-05-12-6: That the 2021 Audited Financial Statements be approved as written and go forward to the Membership for approval a vote at the 2022 AGM.**

L. Olsen / J. Morgan

Carried

#### **10.0 New EFCL Office Location Potential:**

EFCL’s lease with the City of Edmonton expires in 2024 and currently occupies space in the location of the proposed Rollie Miles Recreation Centre, which will most likely be approved to go forward with construction in the next 4 years. EFCL has also become aware that the present office no longer meets the needs of staff, many of whom are able to work remotely. An offer has been received from the Jerry Forbes Centre, who is seeking non-profits and registered charities to share space and services. Following discussion, a recommendation to show interest was approved.

**Motion 22-05-12-07: That the EFCL Board approve identified interest in becoming a tenant of the Jerry Forbes Centre as per the application requirements.**

A. Lunden / M. Wolf

Carried

#### **11.0 District Updates:**

##### **District G:**

- Meetings with Councillor Salvador and League presidents are being organized.
- Construction of new sidewalks and sound walls, as well as replacement of berms with lighted pathways is underway.

##### **District I:**







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- L. Olsen has been reaching out to the various Leagues in her district, attending planning and development meetings and AGMs in person.
- There is a deep concern over proposed rezoning and how this will impact the district.

#### **District J:**

- The first Avonmore hybrid AGM was held and proved to be challenging to set up and run. However, it was well-attended, with more engagement than usual.
- Vacancies, including the position of president, continue to be a problem.
- Playground upgrades to suit multi-age groups is being considered as a possible shared project with schools.

#### **District K:**

- J. Morgan has been encouraging Leagues to think “outside the box” with regard to trying new and different programs other than soccer.
- An open house held at Yellowbird by the district councillor was very well attended.

#### **District L:**

- Theft and safety issues, such as assault and children being approached by strangers, has become a great concern. The Edmonton Police Department has responded well and has been sharing information with the community concerning these incidents. Community members have become more involved in Street Lab and the installation of curb extensions.
- An incident where a developer’s sign on a residential property was damaged revealed that payment for repair of this damage was the responsibility of the property owner. The City is looking into the possibility of funds being set aside to cover such expenses in the future.

#### 11.1 Resignation of Ahmed Ali, District B

With the resignation of Board member A. Ali, a vacancy has been created for the election of a representative for District B.

#### **12.0 Tamarack Conference 2022:**

It was recommended for J. Morgan, VP External, to use the Board Training budget to attend the Tamarack Institute Conference (“Celebrating Neighbours, Measuring the Impact of ABCD”) held in London, Ontario, June 7 - 9, 2022. Registration, flight and accommodation is to be paid by EFCL up to \$2,000. He will be expected to report back to the Board on the conference, and his learnings at the September 2022 Board meeting.

**Motion 22-05-12-08: That Jon Morgan be allowed to use the Board Training budget, up to a maximum of \$2,000, to attend the Tamarack Institute Conference held June 7-9, 2022.**





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J. Parsonage / L. Olsen

Carried

### **13.0 Nominations Committee - Update:**

L. C-Shpeley and S. Johnston have created an information sheet for potential new board members which will be posted on the Board drive. It is hoped this could help to encourage new membership. Currently, there are vacancies in Districts A, B, C, D and E. G. General will run in District E at the AGM, providing quorum is met. A candidate was interviewed for District B on May 6. S. Johnston pointed out that, although it is preferable that a board member be elected at the AGM, the Board is able to appoint members. The appointment(s) must be ratified at the first meeting of the membership following the appointment(s).

### **14.0 Recreation Development Committee - Discussion:**

Some suggestions from the Committee for increasing and promoting recreational activity are:

- Broadening the scope of types of sports activities rather than limiting to team sports only, like soccer and football.
- Look for recreation opportunities that suit indoor/small space activities and under-used areas.
- Develop a policy for responding to charities/non-profits, as well as to profit groups and businesses who are looking to connect with leagues about their programs. This could offer a source of revenue.
- Following the development of a policy, promote the role of the Committee to both leagues and recreation-based organizations.
- Encourage possible additions to the committee such as league representatives, City employees from Parks and Recreation, and Edmonton Public Library.

### **15.0 Reports:**

#### 15.01 President's report

J. Parsonage and L. C-Shpeley attended the State of City Event and enjoyed the opportunity to meet with councillors and the Mayor.

Board members were encouraged to read the document on AGM Twitter comments, included in the agenda, which focused on communication/marketing and advertising of AGMs.

#### 15.02 Executive Director's Report

The report included





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- Meetings with external stakeholders and engagement with internal stakeholders
- External presentations
- Updates on staffing changes/new hires

The Executive Director attended the City of Edmonton's Community Safety Plan. The mandate is for Edmonton to be the safest city in the country by 2030. As yet, it isn't clear how EFCL will fit in or be expected to contribute to the plan.

**16.0 Next Meeting:**

A proposed date for the next meeting was Thursday, June 16 at 6:00 p.m.

**17.0 Termination:**

The meeting was terminated at 9:53 p.m. MST.