

The Hamptons Community League

December 18, 2014

Board Meeting Minutes

Attendance:

- 1) Natalie Szekely – present
- 2) Nelson Bispo – present
- 3) Arlene Thomsen – excused
- 4) Janelle Beblow - present
- 5) Jamie Peers – present
- 6) Ashley Blanchette – present
- 7) James Magilton – absent
- 8) Lynda Sherman – present
- 9) Jason Murray – absent
- 10) Phil Odegard – present
- 11) Oupkar Phul – absent
- 12) Wanda Nistor - excused
- 13) Miranda Jimmy – present
- 14) Kat Parry - present
- 15) Ruth Wong-Millar – excused
- 16) No guests

Natalie called to order at 7:30 pm

December Agenda approved – moved by Ashley, Janelle second

November Minutes approved – moved by Janelle, Miranda second

a) Communications – Janelle

1. Janelle provided a follow up to our discussion in the November meeting regarding a Facebook posting policy. Janelle, Natalie & Wanda have discussed the wording for the new guidelines.
 - **ACT:** Wanda to provide a copy of Facebook guidelines – in progress.
2. Janelle is concerned about missing email addresses on her external communications. Wanda noted last meeting that she has not received an email from Janelle, even though she has requested. Natalie has identified a volunteer (Joanie) that will capture all member details on a spreadsheet. Joanie is raising money for grad and gets \$2/hour for volunteering. There was some concern over privacy. Natalie confirmed that she inspected Joanie's security clearance.

- **ACT:** Natalie to coordinate with volunteer and get excel spreadsheet to Janelle – in progress.
3. Janelle is still working on board specific email addresses.
 - **ACT:** Janelle to confirm email addresses for board members – in progress.
 4. Soccer registration to start in February 2015. If we want to get communication out, we need to confirm the details of how the board is to proceed (see Sports Director for more details)
- b) Civics Director – Natalie on behalf of Jason
1. Natalie reported that we are now included on the City of Edmonton's neighbourhood notice system. We should now receive updates on any changes planned for The Hamptons. Mail will be sent to our Post Office box and email will be sent to hamptoncommunityedmonton@gmail.com
 - **Procedure:** Natalie to forward email and/or bring the notices to monthly meetings for discussion – depending on time sensitive nature of posted change.
- c) Facilities Director – Lynda
- 1) Lynda has applied for the City grant to fund the “Connector Coordinator” position.
 - 2) Lynda and Jamie attended the Leagues Alive event hosted by EFCL. Lynda motioned that the \$25 entry fee be reimbursed for both attendees – second by Miranda – motion passed.
- d) Membership – James
1. Nothing to report
- e) Programs – Ashley
- 1) Ashley had a conversation with a Yoga instructor in The Hamptons that is interested in offering Yoga classes to our members. It was a brief discussion and they need to clarify cost, funding and revenue split.
 - **ACT:** Ashley to follow up with the Yoga instructor to get more details – in progress.
 - 2) Babysitting Meet & Greet/Babysitting Course received a lot of interest. The board agreed to running another Babysitting Course in April & another Babysitting Meet & Greet in May.
 - **ACT:** Ashley to confirm details of the course and meet & greet – in progress.
- f) Sports – Jamie
1. Jamie provided an update on the after school program. The school has confirmed that they cannot run the program and it must be run by The Hamptons Community League. The cost is approximately \$13/hour and the numbers do not currently support the program. The first program had 4 attendees, the second program had 9 attendees and the next program is expected to have 16 attendees. Jamie noted that if we can get it classified as a D Class, the cost drops to \$5/hour. Classification is based on usage. We would need to commit to 60 hours or more to move up in seniority. Jamie was looking for funding for the next program. Now that the program is run by the community league, the board was looking for more details as to cost, funding needs and revenue split.
 - **ACT:** Jamie to provide a written business plan for the after school program – in progress

2. Jamie also noted that as the number of attendees grows, he will require extra volunteer help. He is currently doing the Administration (gathering forms & cheques), Technical Direction and Implementation.
3. Outdoor Soccer – Glastonbury has decided not to include the Hamptons in their outdoor soccer registration. Jamie would like to take this opportunity to set up an in-house soccer program for the Hamptons. He feels that children in U10 and lower do not benefit from connection in the EWZSA. The cost is \$90/child and children at that age would benefit more from a program that focuses on skill development vs. competition. Children playing in U12 and up could join EWZSA through Glastonbury. There were some concerns from the board around costs, getting field time and organization.
 - **ACT:** Jamie to draft an email motion to set up the in-house soccer program – in progress
 - **ACT:** Natalie to inquire about getting field time for the soccer program – in progress
 - **ACT:** Natalie to contact Jason Rumer (Glastonbury President) to confirm if we are, or are not, invited to their soccer registration – in progress

g) Glastonbury & the Hamptons Leagues Mediation – Addition to the agenda

1. There was discussion around the breakdown of communication between the Hamptons CL and Glastonbury CL. Miranda suggested that we set up an informal joint meeting between the boards to help repair relations.
 - **ACT:** Miranda to draft details of a mediated meeting between the two boards – in progress
2. Natalie has had a few one on one meetings with Jason Rumer (President of GCL). The board agreed that future meetings should include at least two members from our board. Given the informal approach to scheduling these meetings, Natalie will send out an email invite to the board members to invite a second person, but is not bound to cancel the meeting if no one else can attend.

h) Social – Oupkar

1. Nothing to report

i) Secretary – Natalie on behalf of Arlene

1. We need to confirm the time and date of meetings from January 2015 onward.
 - **ACT:** Janelle to send out a poll to confirm what dates/times work best for everyone – in progress
 - **ACT:** Lynda to confirm with SAB if Thursday nights are available – in progress

j) Treasurer – Kat

1. Our board insurance policy premium for 2014/15 was overdue. Natalie paid this personally to avoid any more delays or penalties. Kat motioned to compensate Natalie \$859.00 for the cost of the insurance. Miranda second – motion carried.
2. Kat introduced an expense claim form to provide details on all reimbursed expenses. To qualify for reimbursement, the expense receipts must be accompanied by an expense claim form.

- **ACT:** Kat to email a copy of the excel spreadsheet to each member of the board. Paper copies are available on request – in progress
- 3. Kat confirmed that we need to get a budget in place for 2014/15. She will draft a budget to be reviewed at the January meeting.
 - **ACT:** All Board Members to email Kat with potential expenses for 2015 to be included in the draft – in progress
- 4. Janelle motioned for \$141.86 to pay for webhosting of the Hamptons CL website. Jamie second – motion passed.

k) Member at Large – Miranda

1. This is a new board and many are unsure of their roles & responsibilities. Miranda suggested that a board retreat be organized to review each position and set goals for 2015. Miranda motioned to request a ½ day board retreat be organized – Lynda second – motion passed.
 - **ACT:** Miranda to organize a board retreat – in progress

l) Vice President – Nelson

1. Nelson completed an independent phone poll regarding the EFCL and CRC support. He advised that the poll did not appear to be specific to the Hamptons CL. He provided balanced feedback based on the board's discussions over the past few meetings.
2. The request to set up a Casino has not yet been submitted.
 - **ACT:** Nelson to submit the paperwork to request a casino for the Hamptons CL – in progress.

m) President – Natalie

2. Natalie is planning to organize the Winter Carnival.
 - **ACT:** Natalie to provide details of events, sponsorship required and a budget request for the event – in progress.

Natalie adjourned the meeting at 9:28PM