



St. Albert Community League

17 Perron Street
St. Albert, Alberta T8N 1E5

COMMUNITY LEAGUE

(780) 460-7812

Minutes

**Contract
Manager**

Anne Tansley

**2010
Executive**

President

Vic Charlton

**Vice-
President**

Cliff Carter

Secretary

George Valan

Treasurer

Mike Clulow

Directors

Bentley Barr

Claude
Carignan

Deanne
Doucette

Linda
Flannery

Cameron
MacKay

Randy
Hughes

Sheena
Hughes

Paul Dicaire

BOARD MEETING

Tuesday, December 13, 2011

Attendees – 3 Executive, 4 Directors

1. Standing items

- **Agenda Approval**- Lynda moved to approve the agenda as presented. Deane seconded. Carried.
- **Apologies**: Sheena, Randy, Paul and Bentley were unable to attend
- **Approval of Minutes of Last Meeting**- Michael moved to accept the minutes of the last meeting. Lynda seconded. Carried.
- **Treasurer's Report**
 - a. Approval, for information, of previously circulated financial reports. Michael moved that the cheque summary be approved and the Position statement and Deposit summary be accepted as information. Lynda seconded. Carried.
 - b. **Motion for approval of 2012 Budget**- Michael moved that the 2012 budget be approved as circulated. Deane seconded. Discussion items included provisions for gift certificates, honorariums, grouping items that may require review throughout the year such as maintenance items, management decisions and the possibility of increased insurance premiums. Carried.
- **Committees' Reports**
 - a. Membership Committee- Nothing to report
 - i. Membership records/status (Secretary) no report
 - ii. Event activities in support of memberships (dance coordinator)- The New Years dance was over 50% sold out. Volunteers are required to help bus tables throughout the evening and to help with set up, tear down and clean up.
 - b. Fund Raising Committee- It is getting harder to get volunteers to work bingos. We will investigate whether we should be applying for some grants for some hall upgrades as there has been some changes made to the criteria for some grants.
 - c. Property Management Committee- Paul has made arrangements for the shingles to be replaced on the hall, however he was unable to provide a report before being sent away for a work project.
 - i. Hall status/usage (booking) status/kitchen- Hall bookings have been increasing steadily in the past two years.
 - ii. Property repair priorities- No new issues noted.
 - iii. Negotiation status of hall management contract and client interface duties- The trial period for Sylvia to do the client interface duties and Anne to do the custodial duties only was started on December 1. The custodial duties need to be reviewed Anne. Vic will contact her and review
- d. Marketing Committee- There is someone willing to make a brochure for the league which will help with our marketing initiatives.



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2. Motion -- Mike

- Moved that the Honorarium Policy be approved as presented – Michael moved that the honorarium policy be accepted as circulated. Lynda seconded. Discussion on what it involved and what limits were in place. Carried.

3. Meeting Request From A&HF Executive Director

- Vic will reply when we have a venue secured for our January meeting. They will be allowed approx. 30 minutes we will view the presentation as information only.

4. Possible Alternative Times/Locations for Board Meetings

- Venues being reviewed are Churchill House 1 Activity Room, Cadet offices, Save On Community services room.

5. Adjournment- Deane moved that the meet be adjourned. Lynda seconded. Carried.