

Board Present: Jordynn Vis, Adam Snider, Alice Kos, Kevin Jones, Grace Kuipers

Absent: Dave Williamson, Meagan Auer

Guests present: Heather O'Hearn (CRC) and Dan Glugosh (Rink Volunteer)

1. **Meeting:** called to order at 7:10pm by Jordynn.
 - 1.1. Agenda was amended to include a Financial Report.
2. **Rink Report:** Alice summarized the written report that Dan sent in (See attachment). The discussion centered around volunteers for the rink, the lack of persons able to be at the rink full-time, the possibility of having a check-in system, the need for Vulnerable Sector security checks, and the possibility of a lifted restriction on January 21 by AHS.
 - 2.1. Dan has agreed to maintain the status quo, volunteering daily, up to Jan 21st, when AHS will make new recommendations. Board members have offered to cover for Dan and should contact Dan for a shift.
 - 2.2. It was also agreed that Vulnerable Sector clearances continue to be a requirement, and the league agrees to reimburse any costs associated with the application. Jordynn will draft a generic letter from the league, stating the need for a Vulnerable Sectors check, for all our volunteer applicants to use.
 - 2.3. There was some discussion about adding security cameras at the rink and what would be necessary to make that happen, as community leagues want to be sure they are following policies with regards to video surveillance of a public space.
 - 2.4. Dan requested the board inform him of protocols with regards to the Oilers Foundation Grant, so that he can get the sweeper on the tractor fixed as soon as possible. Jordynn has agreed to keep Dan informed.
 - 2.5. **MOTION:** *Jordynn motioned that after January 21, and depending on AHS restrictions being lifted, we move to a "Volunteer Check-in Program", which means volunteers would simply do security and number of persons check, weekdays, between the hours of 5:30 pm and 7 pm, and weekend checks between the hours of 3pm and 7pm, keeping in mind that Dan Glugosh will be opening and closing the rink daily. Alice seconded the motion and all approved.*
3. **Financial Report:** Jordynn reported on several points:
 - 3.1. Signing Authority: Paperwork has been sent in to Servus, contact is Wendy. It would be more efficient if we can get the previous Board President and Treasurer to go in and verify the removal, and Jordynn will be sending them an email as to what is required. If the league cannot get them to go into the bank, then plan B is to get EFCL to intervene. Jordynn and Meagan are identified as the new signers and once we have them verified, we can easily add more signers, like Kevin Jones, who volunteered as well.
 - 3.2. Audit: Jordynn is consulting with Heather regarding ideas, and how to go about getting a formal audit done. Heather said that the EFCL has some connections and advised us that an audit would be a good idea.
 - 3.3. The Books: The league still does not have access to the computer and the digital books. Jordynn explained that the books are on a downloaded program, which makes it difficult to access unless we have the program itself. She suggested we transfer to a program like QuickBooks, which is much more user friendly and easier to access. The league would also like

- to hire a bookkeeper and will be adding that to our budget as soon as we have access to our complete financials.
- 3.4. Casino: Jordynn informed us that a casino was held for the McCauley Community League in November. An apparent communication failure between the casino chair, and the league at the time, has made it difficult to make any proper report and so many questions remain unanswered. The league will have a better picture, once we are able to access our bank accounts. Alice suggested contacting AGLC to find out who the leagues contact person is and seeing if they can help us answer some of those questions.
 - 3.5. Transition on a whole: Taking longer than anyone would like, however, board members and Heather expressed “Kudos” and “Thanks” to Jordynn, who has been working hard, trying to get the information transferred as quickly as possible.
 4. **Board Member Seat Holders:** Need to fill treasurer position. Jordan emailed the Training document listing the job title, however, with plans to hire a bookkeeper, the job will be easier. At this time, no one has volunteered. Executive positions are as follows: President is Jordynn Vis, Vice President is Kevin Jones, Secretary is Meagan Auer.
 5. **Community League On-line Training:** Jordynn will send us links from the EFCL with information on how to operate effectively as a board. Heather also mentioned that the EFCL has a mentorship program, and that it's possible to do this as a group.
 6. **Streamline Communication:** Jordynn expressed to us the need for better communication. Emails get lengthy and multiple topics attached to one thread becomes confusing. Alice had suggested “Slack” to her, and Jordynn advised the board that this might be the solution for us, during the pandemic.
 - 6.1. Slack: Alice filled us in on the details of Slack, which is a messaging app for teams, a place where we can keep our conversations organized by topics on channels, and which also allows us to share documents and pics. We agreed to try this, and Alice will be sending us a link and invitation to join. Alice will also compose a contacts list for us all.
 - 6.2. Website: Adam thinks he may have the password to make changes, he will look, and Jordynn also mentioned that she will be putting this on the list of things that Greg will need to give us. We talked a bit about how we need to update the web site there was some discussion regarding publishing our ratified board minutes as well.
 - 6.3. Facebook: We have access. Alice will be drafting a message from the league, introducing the new board members.
 - 6.4. Communication as a whole: Concerns were expressed regarding the “Transition” and the need for directors to be kept in the loop as well as some wanting to help with the transition. It was agreed that one person act as the contact person, that being Jordynn, and she will communicate as she knows any new details.
 7. **Meeting Adjourned:** 9pm