

Parkview Community League
2024 AGM
Agenda
October 22, 2024 @ 7:00pm

1. Read in Minutes from 2023 AGM minutes (approval)
2. Year update by President (April)
3. Treasurer Update
 - a. Present financial report for Year End August 31, 2024, review of current balance sheet and significant items with regards to revenue and expenses.
 - b. Motion to accept financial reports as presented
 - c. Review proposed upcoming budget
 - d. Motion to accept proposed budget
5. ORC Update
6. Pre-school Update
7. Election of 2024/2025 New Board

Parkview Community League

2023 AGM

Minutes

October 17, 2023 @ 7:00pm

Attendees: George C., Sean B., Brydon E., Emily A., Lisa M., Amanda G., April G., Deanna J., Mark J, Crystal F, Richard V., Sarah H., Jeff D., Karen S., Heather T, Lisa D. Francine, lady in red jacket (Quorum achieved)

1. Read in Minutes from 2022 AGM minutes (approval)
 - a. Minutes from last year's meeting was approved. First: Amanda, second: Deanna. Passed.
 - B. Agenda for this year's meeting was approved Jeff motioned. Francine seconded.

2. Year update by President (April)
 - a. We improved our website!
 - b. We streamlined our rental process by moving from an hourly rate system to a daily rental process.
 - c. We hosted a winter and spring craft sale.
 - d. We introduced pub night to the community.
 - e. We hosted 3 indoor soccer teams and 12 outdoor soccer teams in the spring.
 - f. We hosted two beach volleyball leagues.
 - g. The pre-school pancake breakfast returned with amazing success.
 - h. Our hall is heavily rented. We have two long-term renters in during the week (Dance/Karate), Northern Lights hosts concerts 10x year, summer camps, and many private rentals!
 - i. We have established a partnership with the church across the street.
 - j. Many small maintenance projects around the hall like painting, tables, and the roof.
 - k. Being an advocate for the community in re-zoning and street labs.
 - l. Re-established a partnership with Parkview pre-school.
 - m. Connected with Candy Cane Lane organizers in Crestwood to offer collaboration for the upcoming season.
 - n. Hosted a Big Bin Event and a few community clean ups.
 - o. Grand Opening of The Sandbox in June was a huge success with over 300 in attendance!
 - p. We publish a newsletter 4 times a year to update our community members.
 - q. The adult halloween party was once again a success in 2022, with the next one fast approaching so make sure you purchase you tickets!

3. Special Resolution to Bylaws (Sarah)

Highlighting Key Changes in New Bylaws

Title: Key Changes in Proposed Bylaws

Bullet Points:

Membership Categories: Clear definitions for "Member of the League" and "User Membership" (Section 2 & 7).	Board Structure: Extended board terms to two years with staggered commencement years for stability (Section 3).	No Proxy Voting: Removed all references to proxy voting to align with Societies Act (Section 5).	Honoraria: Clarified that board positions are unpaid but honoraria for specific tasks are allowed (Section 6).	Credit Card Policy: Introduced guidelines for credit card usage (Section 6).	Financial Oversight: Strengthened financial governance with independent review requirements (Section 6 & 4).
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Special Resolution for New Bylaws

Title: Special Resolution to Adopt New Bylaws

Text:

We propose the following special resolution for member voting:

"Be it resolved as a special resolution that the existing Bylaws of the Parkview Community League be rescinded and replaced with the new Bylaws as presented, effective immediately upon approval."

Discussed special resolution.

Question: will the current terms be extended due to passing the bylaw. Answer: no, the election for current positions will proceed in this AGM and current terms will not be extended.

Motion: "Be it resolved that the amended bylaws, as presented, be adopted as the official bylaws of the Parkview Community League, superseding and replacing all previous versions. May I have a seconder for this resolution?" Sarah H.

Seconded: Lisa M. Motion is passed.

4. Treasurer Update - Brydon E

- a. Present financial report for Year End August 31, 2023, review of current balance sheet and significant items with regards to revenue and expenses.
 - Redundant and obsolete accounts noted in books. Will be updated for the next meeting.
 - Budget reviewed.
 - Suggestion to defer casino revenue - 50% to following year. Budget item reflects anticipated income for current year.
 - Suggest GST expense - to be investigated.
- b. Motion to accept financial reports as presented. Lisa D motion. Emily seconded.
- c. Review proposed upcoming budget
- d. Motion to accept proposed budget

4-0000 · Income	
4-1000 · Grants	\$15,000.00
4-1100 · Hall Rental	\$55,000.00
4-2200 · Soccer	\$9,000.00
4-3100 · Social Events	\$15,000.00
4-3400 · Memberships	\$5,000.00

4-8100 · Newsletter	\$4,000.00
4-9300 · Casino	\$70,000.00
Total 4-0000 · Income	\$173,000.00

Expense	
6-1200 · Utilities - Electricity & Gas	\$18,000.00
6-1300 · Utilities - Water	\$2,500.00
6-1500 · Utilities - Phone/Internet	\$1,800.00
6-2001 · ORC (project build)	\$8,000.00
6-2100 · Insurance	\$6,000.00
6-2200 · Repairs & Maintenance	\$10,000.00
6-2300 · Janitorial (cleaners)	\$11,000.00
6-2350 · Honorariums	\$9,000.00
6-2400 · Rink (ice making and maint.)	\$20,000.00
6-3600 · Swim - JP Pool	\$1,200.00
6-4100 · Office Expenses	\$700.00
6-4150 · Bookkeeping	\$1,500.00
6-4300 · Dues, Memberships & Licenses	\$500.00
6-4400 · Newsletter Expenses	\$5,000.00
6-4500 · Banking fees	\$1,000.00
6-5011 · Social Events	\$13,000.00
Total 6-0000 · Expenses	\$115,500.00

5. ORC (Outdoor Revitalization Committee) Update - George C

a. Pending from last AGM (Oct, 2022):

- i. \$125,000 Gov't of Alberta CFEP Grant was declined Jan, 2023.
- ii. City of Edmonton CLIP Grant "Final Report" (re: accountability) submitted Jan, 2023.

b. New items:

- i. CO-OP grant (\$29,000) declined May, 2023.
- ii. Grand Opening for The SandBox (beach volleyball courts) was successfully held June, 2023.
- iii. GST refund (\$13,275) received July, 2023.
- iv. Canada Post grant (\$5,000) declined Aug, 2023.
- v. NO other grants are pending.

c. New Pending items:

- i. GST refund request (\$6,720) re-submitted to CRA Sept, 2023.

- ii. Omni started installing the cladding for the rink exterior Oct 16th and should complete it on Oct 17th.
- iii. We asked Concept21 to come & install the Family & Community Trees this Wed/Thurs, WEATHER PERMITTING.
- iv. Pretium Construction has a 1 year Warranty in their contract; a one-year inspection will be performed this Fall to identify any deficiencies (as per Jamey Singh).
- v. Rich Van Soest will speak about the volleyball poles and SandBox matters.

Considering some signage. (No dogs, food, no smoking, don't adjust nets.)
Family tree signage may be installed this year; we'll know by Friday.

6. Pre-school Update - Chrystal Fellner

- a. Preschool's 61st year of operation
- b. Teacher Marnie Roch celebrating 10 years with us
- c. Current enrolment:
 - i. 4-year - 15 out of 16 spots filled
 - ii. 3-year - 12 out of 14 spots filled
- d. Volunteer Bond/Deposit of \$150
- e. Families volunteer 4 hours with the preschool and/or PVCL events
- f. Fundraising fee of \$150 in lieu of many smaller, time consuming ones
- g. Federal Affordability Grant - reduces tuition by \$75/mo (4-year from \$200/mo. to \$125/mo. 3-year from \$165 to \$90/mo.)
- h. Alberta Child Care subsidy - those with less than \$180K annual income can receive a \$125/mo. subsidy
- i. Preschool will host PVCL Pancake Breakfast in 2024 (2nd Sat in Sept)

7. Election of 2023/2024 New Board - Two Year Terms

- a. April G
- b. Sarah H
- c. Sean B
- d. Richard V
- e. Lisa M
- f. Rhett N
- g. Amanda G
- h. Chrystal F
- i. Lucas - will be at next meeting
- j. Melissa - tbd
- k. Stephanie
- l. One open position

Deanna motioned to accept slate. Jeff seconded.
Positions will be determined at the next meeting.

- m. Finn stepping down
- n. Brydon stepping down

8. Additional items

- a. Renting out the rink discussed.
- b. Advertise in newsletter looking for someone who might want to organize a hockey tournament.

Meeting adjourned at 8:04

Parkview Community League

Balance Sheet

09/17/24

As of August 31, 2024

Accrual Basis

	Aug 31, 24
ASSETS	
Current Assets	
Chequing/Savings	
1-1100 · RBC General Acct 120-228-2	8,772.87
1-1150 · RBC Bank ORC Account -101-128-7	4,872.91
1-1210 · Casino Bank and GIC's	
1-1220 · RBC Casino Bank 100-015-7	83,565.84
1-1230 · GIC	5,000.00
Total 1-1210 · Casino Bank and GIC's	<u>88,565.84</u>
Total Chequing/Savings	102,211.62
Accounts Receivable	
1-2000 · Accounts Receivable	19,962.45
Total Accounts Receivable	<u>19,962.45</u>
Other Current Assets	
Prepaid Insurance	1,693.50
Total Other Current Assets	<u>1,693.50</u>
Total Current Assets	<u>123,867.57</u>
Fixed Assets	
1-4100 · Building	228,762.35
1-4110 · Playschool Building	23,828.80
1-4300 · Parking Lot	24,528.00
1-4500 · Hockey Rink	858,779.51
1-4600 · Furniture & Equipment	38,752.80
Total Fixed Assets	<u>1,174,651.46</u>
TOTAL ASSETS	<u><u>1,298,519.03</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2-2000 · Accounts Payable	-1,023.03
Total Accounts Payable	<u>-1,023.03</u>
Credit Cards	
2-2200 · RBC MasterCard	1,956.18
Total Credit Cards	<u>1,956.18</u>
Other Current Liabilities	
2-7000 · Casino - Deferred Revenue	80,614.01
Total Other Current Liabilities	<u>80,614.01</u>
Total Current Liabilities	<u>81,547.16</u>
Total Liabilities	81,547.16
Equity	
3900 · Retained Earnings	1,236,780.44
Net Income	-19,808.57
Total Equity	<u>1,216,971.87</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,298,519.03</u></u>

Parkview Community League
Profit & Loss
September 2023 through August 2024

	Sep '23 - Aug 24
Ordinary Income/Expense	
Income	
4-0000 · Hall Rentals	
4-1100 · Hall Rental - Short Term	59,433.63
4-1110 · Hall Rentals - Long Term	5,227.50
Total 4-0000 · Hall Rentals	64,661.13
4-1050 · City of Edmonton - Grants	11,790.00
4-2200 · Soccer	
4-2225 · Soccer - Indoor	2,850.00
4-2230 · Soccer - Outdoor	320.00
Total 4-2200 · Soccer	3,170.00
4-2800 · Newsletter	1,875.00
4-2900 · Memberships	7,801.55
4-3000 · Socials	
4-3030 · Craft Sale	
4-3040 · Craft Sale Income	3,035.00
Total 4-3030 · Craft Sale	3,035.00
4-3050 · Food Truck Event	
4-3060 · Food Truck Event Income	0.00
Total 4-3050 · Food Truck Event	0.00
4-3070 · General	
4-3080 · General Income	6,165.91
4-3070 · General - Other	-308.29
Total 4-3070 · General	5,857.62
4-3090 · Halloween Party	
4-3100 · Halloween Party Income	4,148.43
Total 4-3090 · Halloween Party	4,148.43
Total 4-3000 · Socials	13,041.05
4-7100 · Casino	2,751.98
4-9000 · GST Rebate Income	19,962.45
4-9900 · Miscellaneous Revenues	92.81
4999 · Uncategorized Income	405.40
Total Income	125,551.37
Cost of Goods Sold	
5-2800 · Newsletter Expenses	5,003.92
5-3000 · Social Expenses	
5-3010 · Community Clean-up Expenses	74.97
5-3030 · Craft Sale Expenses	139.69
5-3070 · General Expenses	8,097.59
5-3090 · Halloween Party Expenses	5,350.95
5-3110 · Pub Night Expenses	5,719.62
Total 5-3000 · Social Expenses	19,382.82
5-5200 · Soccer Expenses	
5-5225 · Soccer - Indoor Expenses	5,482.77
5-5230 · Soccer - Outdoor Expenses	2,502.85
Total 5-5200 · Soccer Expenses	7,985.62
Total COGS	32,372.36
Gross Profit	93,179.01

Parkview Community League
Profit & Loss
September 2023 through August 2024

09/17/24

Accrual Basis

	Sep '23 - Aug 24
Expense	
6-0000 · Expenses	
6-3000 · Sports Facilities	
6-3150 · ODR (Outdoor Rink)	
6-3155 · ODR Equipment	4,828.69
6-3160 · ODR - Maintenance	11,367.38
Total 6-3150 · ODR (Outdoor Rink)	16,196.07
6-3170 · Volleyball Courts	
6-3175 · Volleyball Courts Equipment	210.00
6-3180 · Volleyball Courts Maintenance	1,784.10
Total 6-3170 · Volleyball Courts	1,994.10
6-3600 · Swim - JP Pool	910.00
Total 6-3000 · Sports Facilities	19,100.17
6-4000 · General & Administrative	
6-1000 · Utilities	
6-1200 · Utilities-Gas	18,438.68
6-1300 · Utilities - Electricity	2,837.01
6-1500 · Utilities - Internet	1,608.29
6-1700 · Waste Solutions	
6-1710 · Integrity	1,734.27
6-1720 · Noremac	2,492.47
Total 6-1700 · Waste Solutions	4,226.74
Total 6-1000 · Utilities	27,110.72
6-2100 · Insurance	6,586.50
6-2200 · Repairs & Maintenance	21,181.77
6-2300 · Custodial	
6-2310 · Janitorial - GS Cleaners	6,619.20
6-2320 · Supplies - Busy Bee/AlSCO	3,152.30
Total 6-2300 · Custodial	9,771.50
6-2350 · Commissions & Honourarium	7,830.00
6-4100 · Office/Hall Expenses & Supplies	6,625.25
6-4150 · Bookkeeping	2,031.75
6-4160 · Professional Fees	3,357.11
6-4250 · Meetings	21.17
6-4300 · Dues, Memberships & Licenses	711.92
6-4350 · Advertising & Promo/Website	3,789.44
6-4500 · Banking fees	941.33
6-4550 · Paypal/Square Fees	1,176.97
Total 6-4000 · General & Administrative	91,135.43
6-5030 · Casino Expenses	2,751.98
Total 6-0000 · Expenses	112,987.58
Total Expense	112,987.58
Net Ordinary Income	-19,808.57
Net Income	-19,808.57

Parkview Community League
Profit & Loss
September 2023 through August 2024

09/17/24

Accrual Basis

	Sep '23 - Aug 24	Sep '22 - Aug 23
Ordinary Income/Expense		
Income		
4-0000 · Hall Rentals		
4-1100 · Hall Rental - Short Term	59,433.63	50,733.15
4-1110 · Hall Rentals - Long Term	5,227.50	0.00
Total 4-0000 · Hall Rentals	64,661.13	50,733.15
4-1050 · City of Edmonton - Grants	11,790.00	28,591.00
4-2000 · Program Registrations	0.00	1,493.53
4-2200 · Soccer		
4-2225 · Soccer - Indoor	2,850.00	6,625.00
4-2230 · Soccer - Outdoor	320.00	0.00
Total 4-2200 · Soccer	3,170.00	6,625.00
4-2800 · Newsletter	1,875.00	16,781.00
4-2900 · Memberships	7,801.55	1,610.00
4-3000 · Socials		
4-3030 · Craft Sale		
4-3040 · Craft Sale Income	3,035.00	0.00
Total 4-3030 · Craft Sale	3,035.00	0.00
4-3050 · Food Truck Event		
4-3060 · Food Truck Event Income	0.00	1,075.00
Total 4-3050 · Food Truck Event	0.00	1,075.00
4-3070 · General		
4-3080 · General Income	6,165.91	0.00
4-3070 · General - Other	-308.29	0.00
Total 4-3070 · General	5,857.62	0.00
4-3090 · Halloween Party		
4-3100 · Halloween Party Income	4,148.43	0.00
Total 4-3090 · Halloween Party	4,148.43	0.00
4-3000 · Socials - Other	0.00	9,238.40
Total 4-3000 · Socials	13,041.05	10,313.40
4-7100 · Casino	2,751.98	29.10
4-7900 · Total ORC Revenue	0.00	501,227.53
4-9000 · GST Rebate Income	19,962.45	0.00
4-9200 · Fundraising	0.00	48.32
4-9330 · Community Events	0.00	1,831.14
4-9800 · Interest	0.00	86.58
4-9900 · Miscellaneous Revenues	92.81	243.12
4999 · Uncategorized Income	405.40	0.00
Total Income	125,551.37	619,612.87
Cost of Goods Sold		
5-2800 · Newsletter Expenses	5,003.92	7,094.35
5-3000 · Social Expenses		
5-3010 · Community Clean-up Expenses	74.97	0.00
5-3030 · Craft Sale Expenses	139.69	0.00
5-3050 · Food Truck	0.00	7,864.54
5-3070 · General Expenses	8,097.59	0.00
5-3090 · Halloween Party Expenses	5,350.95	0.00
5-3110 · Pub Night Expenses	5,719.62	0.00
Total 5-3000 · Social Expenses	19,382.82	7,864.54

Parkview Community League
Profit & Loss
September 2023 through August 2024

09/17/24

Accrual Basis

	Sep '23 - Aug 24	Sep '22 - Aug 23
5-5200 · Soccer Expenses		
5-5225 · Soccer - Indoor Expenses	5,482.77	6,047.37
5-5230 · Soccer - Outdoor Expenses	2,502.85	0.00
Total 5-5200 · Soccer Expenses	7,985.62	6,047.37
Total COGS	32,372.36	21,006.26
Gross Profit	93,179.01	598,606.61
Expense		
6-0000 · Expenses		
6-2000 · Facilities -Signif cap. items		
6-2001 · ORC	0.00	0.00
Total 6-2000 · Facilities -Signif cap. items	0.00	0.00
6-2400 · Supplies & Services	0.00	3,105.15
6-3000 · Sports Facilities		
6-3150 · ODR (Outdoor Rink)		
6-3155 · ODR Equipment	4,828.69	0.00
6-3160 · ODR - Maintenance	11,367.38	26,745.83
6-3150 · ODR (Outdoor Rink) - Other	0.00	1,023.36
Total 6-3150 · ODR (Outdoor Rink)	16,196.07	27,769.19
6-3170 · Volleyball Courts		
6-3175 · Volleyball Courts Equipment	210.00	0.00
6-3180 · Volleyball Courts Maintenance	1,784.10	0.00
6-3170 · Volleyball Courts - Other	0.00	6,905.19
Total 6-3170 · Volleyball Courts	1,994.10	6,905.19
6-3500 · Playground*	0.00	7,974.76
6-3600 · Swim - JP Pool	910.00	1,140.00
6-3800 · Courses-bike or other	0.00	80.19
Total 6-3000 · Sports Facilities	19,100.17	43,869.33
6-4000 · General & Administrative		
6-1000 · Utilities		
6-1100 · Utilities-Bins	0.00	2,209.41
6-1200 · Utilities-Gas	18,438.68	17,774.29
6-1300 · Utilities - Electricity	2,837.01	2,503.17
6-1500 · Utilities - Internet	1,608.29	1,766.77
6-1700 · Waste Solutions		
6-1710 · Integrity	1,734.27	0.00
6-1720 · Noremac	2,492.47	0.00
Total 6-1700 · Waste Solutions	4,226.74	0.00
Total 6-1000 · Utilities	27,110.72	24,253.64
6-2100 · Insurance	6,586.50	5,763.47
6-2200 · Repairs & Maintenance	21,181.77	13,802.18
6-2225 · Security System	0.00	3,069.53
6-2300 · Custodial		
6-2310 · Janitorial - GS Cleaners	6,619.20	0.00
6-2320 · Supplies - Busy Bee/Alsco	3,152.30	0.00
6-2300 · Custodial - Other	0.00	9,374.29
Total 6-2300 · Custodial	9,771.50	9,374.29

1:29 AM

09/17/24

Accrual Basis

Parkview Community League
Profit & Loss
September 2023 through August 2024

	<u>Sep '23 - Aug 24</u>	<u>Sep '22 - Aug 23</u>
6-2350 · Commissions & Honourarium	7,830.00	6,800.00
6-4100 · Office/Hall Expenses & Supplies	6,625.25	788.76
6-4150 · Bookkeeping	2,031.75	1,386.00
6-4160 · Professional Fees	3,357.11	0.00
6-4250 · Meetings	21.17	0.00
6-4300 · Dues, Memberships & Licenses	711.92	1,574.06
6-4350 · Advertising & Promo/Website	3,789.44	2,460.82
6-4500 · Banking fees	941.33	993.59
6-4550 · Paypal/Square Fees	1,176.97	1,975.60
Total 6-4000 · General & Administrative	91,135.43	72,241.94
6-5010 · Socials and Fund Raisers		
6-5025 · Community Event Expenses	0.00	13,732.85
Total 6-5010 · Socials and Fund Raisers	0.00	13,732.85
6-5030 · Casino Expenses	2,751.98	29.10
Total 6-0000 · Expenses	112,987.58	132,978.37
Total Expense	112,987.58	132,978.37
Net Ordinary Income	-19,808.57	465,628.24
Net Income	-19,808.57	465,628.24