



**SLCFA Executive Committee  
Second Meeting  
Tuesday, May 23, 2023, at 19:15 hours  
At 2913 – 66 Street, Edmonton, AB**

**~ Meeting Minutes ~**

1. **Call to Order and recording of attendance:** The meeting was called to order by the President, Mano Senaratne at 7:25 pm.
  - a. **Present:** Lakshaman Samarasinghe, Chris Senaratne, Mano Senaratne, Lasith Witharana, Shehan Devapura, Shyama Fernando, Pandula Wickremarachchi, Maya Silva and Priyantha Silva
  - b. **Regrets:** None
  - c. **Absent:** Susantha Tennakoonwela
  
2. **Additions to proposed agenda**

Item 9f, Picnic was added by Shehan  
Item 9g, Building Management was added by Lakshaman
  
3. **Adoption of the Agenda:** The amended agenda (attached) was proposed by Chris and seconded by Lakshaman.
  
4. **Review and approval of the minutes of the last EC Meeting held on 23<sup>rd</sup> April 2023.**

Proposed by Shyama and seconded by Lasith.
  
5. **Matters Arising from the last EC Meeting:**
  - a. **Banking Issues:** The credit card is cancelled. There is only one debit card and that is controlled by the Treasurer, Lakshaman. Cheque book binders have been purchased by Lakshaman. The subscription for Quick Books has been cancelled. Lakshaman informed that e-transfers of membership fees could be sent to [slcfatreasurer@gmail.com](mailto:slcfatreasurer@gmail.com) as it is linked with the SLCFA bank account for direct deposit and that the membership application form has been revised to provide this new email address. Chris said we should leave the previous address till the end of June as it has been provided to the membership.
  - b. **Web Site:** All links are working now. Priyantha to send EC meeting minutes to be posted on the web page and placed on the SLCFA notice board.
  - c. **Not used.**

**d. First Friday Night, Hall Rental Form:** Has been sorted out previously. Next First Friday Night gathering to be on June 2<sup>nd</sup> at 7:30 pm. The hall rental form has been updated.

**e. AGLC Re-submission:** Chris informed that "AGLC had written back that they have now completed their review of the submitted documents. The financial review requirements for this reporting period have been met. There is to be no mixing of gaming and non-gaming funds. Once the casino funds are depleted, our group is to spend from a different source. The next time general funds are deposited to the casino account, they will be deemed as gaming funds and will not be able to be removed from the account."

**f. Dance Classes, Hot Water Heater, Music System:** Mano has sent a letter to Chatumi and there has been no response to date. A hot water tank and music system have been purchased.

**g. Building Cleaning:** The janitorial service had quoted \$ 350 for cleaning the building twice a month, with cleaning being done on Mondays. The payment of this sum was approved, proposed by Chris and seconded by Shehan. Lakshaman to get a quote for extra cleaning when required.

**h. AGLC Funds (Donations) – New Projects:** The sums of \$ 4500 each were approved in principle as donations to (1) a school foundation for a nutrition program (2) an immigration organization (such as CCI-LEX) for volunteering expenses (3) ABVA. The sum of \$ 7500 was approved in principle for the Albertal Diabetic Foundation. Lakshaman to send the recipient forms to be filled by the selected recipients to facilitate these donations. The noted sums of monies were approved, proposed by Shyama and seconded by Chris. Pandula inquired whether the AGLC funds can be used to finance a cultural program. The reply was yes, but that the process will be different from that for donations. A budget will have to be prepared and prior approval will have to be obtained from AGLC.

## 6. Updates on activities since the last meeting:

- a. **President:** There was nothing to report.
- b. **Other Directors:** Shehan questioned whether we could have a poker night at the SLCFA building and the consensus was that it was not advisable if it involved money and alcohol other than beer was consumed.

## 7. Treasurer's Report

### a. Financial Status

Lakshaman presented the 2023 budget compared with the actuals as of May 20, 2023. The SLCFA financial status as of this date was also presented. These documents are attached to these minutes. The trust fund has been moved to the general account. The bank account with TD to be set up as "Community Account Plus" which currently has a service charge of \$ 4.95 per month, if a minimum balance of \$ 10,000 is maintained.

### b. Budget guidelines for projects by EC members.

There was nothing discussed.

## 8. Membership Director's report:

- a. 66 member families altogether. Of these seven were new.

The new members were:

- (1) Benjamin Constant (single)
- (2) Chamika Abeygunewardane (family)
- (3) Greg Komanski (single)
- (4) Sriya Maraweera (couple)
- (5) Gehan Anthony Perera (single)
- (6) Chantal Perera (single)
- (7) Asha and Akalanka Galappaththi (couple)

The new members were approved unanimously. The cut-off date for membership renewal (to not incur a penalty for late payment) to be June 30, 2023. After this date, those that don't renew their membership will be struck off the membership and email list. They will have to rejoin as new members and pay the admission fee as well. Maya to send an email to the membership advising of this cut-off date. Pandula said he has a private community web page which contains a few songs and has some followers. He wanted to know whether he can list SLCFA activities in this web page and was told that it did not require approval.

## 9. New Business.

**a. Meeting with Scholarship Sub-committee:** The Scholarship Sub-committee comprising of Pathma Wedage, Jeewani Fernando and Priyantha Silva attended this meeting. It was explained that the scholarship criteria were revised last year. However, as the revised criteria and application form were not posted on the web page on time, the previous criteria had to be used to review the eligibility of last year's single applicant. However, going forward, only the new criteria, as set out in the revised scholarship application form (attached), will be used. The eligibility criteria as given on the scholarship application form were unanimously approved. The invitations for scholarship applications to be sent out to the membership around July and to be given a cut-off date of December 1<sup>st</sup> of the year the high school diploma was obtained. There is no limit on the number of attempts to achieve the required qualifications.

**b. Facebook Page:** Lasith wanted to know who maintained the slcfa facebook page and volunteered to supervise it and post slcfa activities. It was thought that Ravi Giragama had created the original slcfa facebook page and Lasith to inquire.

**c. Building – Property tax exemption:** Chris reported that we have received a reply from the City to our application for property tax exemption and that it has been granted starting April 2023. However, we will be responsible for making payments for January, February and March 2023.

**d. Heritage Festival:** It was decided unanimously not to participate this year. As this will be at a new venue for the next three years, we will learn by observing.

**e. Fall Cultural Program / Supper:** Shyama reported that she couldn't find a location and that the cost of food was very high. The number of expected attendees to be around 250. We will have to select a date without undue concerns for whether the selected date will clash with private functions. It was thought that Oct / Nov would be more suitable. Shyama to bring forth a proposal.

**f. Picnic:** Shehan to investigate booking a covered site area at William Laurier Park in late August for 12 noon to 5 pm. A sum of \$ 500 was approved unanimously. Shehan inquired

whether we can have a fund-raiser such as a 50-50 for Sathika Witharana. A 50-50 is not advisable as it will require purchasing a licence from AGLC. Shehan to inform Sathika to come up with a proposal on how we can help her.

**g. Building Management:** Lakshaman reported that 9 out of 10 building entrance keys have been found and one is still missing. Lakshaman proposed upgrading the Telus security system. The installation and monitoring of the new system for the first three months will be free and charge \$ 25 per month thereafter, provided a contract is signed with Telus for a period of three years. This proposal was unanimously approved and Lakshaman was asked to proceed. Priyantha wanted to know the wifi password and was told that it is not sure whether it is still working. Lakshaman to check. Lakshaman reported that plates and cutlery have been purchased, but still needs to find small plates for snacks. The total number of floor registers on the main floor is 10 or 11 and of these some are either broken or missing. Lakshaman to purchase floor registers for the main floor. A sum of \$ 150 was unanimously approved for this purpose. Lakshaman said that the AC unit has not being serviced for a while. It was decided to hold off servicing the AC unless a problem crops up. However, it was decided to look into servicing the furnace and Lakshaman to obtain quotes. Lakshaman to look into obtaining condo insurance to cover deductibles. Lakshaman to pay the condo fees.

**10. Next EC Meeting: Sunday June 25, 2023, 9:30 am**

**11. Adjournment @ 19:30 hours, proposed by Shehan, seconded by Shyama.**



Priyantha Silva  
Secretary / SLCFA

**Attachments:**

- (1) 2023 budget**
- (2) Financial status**
- (3) Scholarship application form**
- (4) Amended agenda**