

Convent Glen Orleans Wood Community Association
Minutes for December 11, 2017

Attendees: Nick Gadbois, Mireille Brownhill, Louise McLaren, Fran Childs, Karen Chow, Gary Bradshaw, Miranda Gray, one community member

1. The agenda was approved by consensus.
2. **Motion** to accept the minutes from the November 13, 2107 meeting. Moved by Nick, seconded by Mireille. **Carried.**
3. Miranda updated the board on actions taken since the last meeting in her President's Update.
 - a. The board thanks Christine for her service to the board as she leaves her position.
 - b. There is a request for \$300 from Ski Heritage East.
 - i. Motion that the CGOWCA donate \$500 toward Ski Heritage East project. Moved by Gary, seconded by Karen, carried by majority. (6 in favour, 1 against)
 - c. The rink budget request was shared with the board
 - i. Mireille and Miranda will look at last year's numbers and get back to the Rink Coordinator Volunteer with suggestions regarding the proposed budget (**Action: Mireille and Miranda**)
4. Financial update (Mireille)
 - a. Reminder to submit receipts for payments on a timely basis
5. Communications team (Nick, Fran and Mireille)
 - a. Fran and Mireille met to discuss plans for the website and newsletter
 - b. Newsletter update
 - i. December newsletter went out on Facebook, website and via Mailchimp December 8-9-10
 - ii. some board members noticed that it had been filtered as spam by their email program
 - iii. the schedule of dates for the newsletter will be shared with the rest of the board (**Action: Nick, Mireille, Fran**)
 - a. Website update
 - i. Mireille shared the changes that were done so far to update the site
 - ii. Mireille has spoken with a teacher at Garneau and there may be an opportunity to get student volunteers involved to help with these revisions and updates, but in the meantime the communications team will continue working on the site improvements (**Action: Nick, Mireille, Fran**)
6. Planning upcoming events
 - a. Carolling – December 20, 2017 – Fran and Karen will work on trying to find an option for this year (possibly Symphony Seniors Living) (**Action: Fran, Karen**)
 - b. Winter Carnival – February 19, 2018 from 10am to 2pm – Nick has reached out to the City of Ottawa for equipment that can be borrowed; he will reach out to the school regarding the use of the outdoor area around the rink; he gathered information about taffy on snow. Only costs will be for refreshments. Nick will set it up as a Facebook event and possibly do a poll to try to gauge interest (**Action: Nick**)

- c. Bike Rodeo – April 21, 2018 – Mireille has confirmed with école des Voyageurs that they are interested in partnering on this event; Miranda and Mireille are still seeking a bike safety group that would partner. **(Action: Miranda and Mireille)**
- d. Dog walk-a-thon - April 28, 2018 – Emma
- e. Picnic in the park – summer 2018 - Karen, Gary
- f. Yoga in the park – summer 2018 – Mireille has found two yogis who could lead outdoor classes; depending on the instructor and location, each yoga class offered would cost \$90 maximum. Mireille suggested we aim for 4 yoga classes over the course of the summer in different areas of the catchment.
- g. Ward 1 All Candidates Town Hall (September) – Miranda
- h. Pumpkin parade - October 2018 – Miranda

7. New Business

- b. Volunteers and welcome (Louise)
 - i. Louise raised the point that the CGOWCA should take steps to make sure that volunteers feel appreciated and know how to get involved.
 - ii. The communications team will add information to the website to explain how to get involved. **(Action: Fran, Mireille, Nick)**
 - iii. Miranda will do a thank you post for the outgoing board members (Christine, Lindsay and Lisa) **(Action: Miranda)**
- c. Question / concerns from the floor
 - i. Nick asked about whether we can change the night of the meeting to something other than Monday; discussion ensued – for now, meetings will remain Mondays (room is booked up to March) and we will revisit the discussion before booking further meetings **(Tabled until February or March meeting)**
 - ii. Discussion around the role of our Community Association and plans to increase profile; Gary will come up with some ideas and a plan on how to do outreach in the community **(Action: Gary)**

8. Next Meetings are January 8, February 12, March 12.