

**Convent Glen Orleans Wood Community Association  
Minutes for March 12, 2018**

**Attendees:** Gary Bradshaw, Mireille Brownhill, Fran Childs, Karen Chow, Miranda Gray, Louise MacLaren, George Jamieson (volunteer rink coordinator)

**Regrets:** Nicholas Gadbois

1. The agenda was approved by consensus.
2. George presented an update on the rink activities this year:
  - The rink had a good year, much positive feedback from users this year. Feedback from the city staff was also that the ice condition was very good this year. George proposed that the bulk of the money earned by running the rink should be used to pay the volunteers and volunteer coordinator. He estimates that he put in 200 hours, and the second most involved volunteer put in at least 50 hours. He left the determination of the volunteer recognition for this year to the Board members.
  - We discussed initial planning for 2018-2019. George proposed that a larger portion of the rink revenues be turned over to the rink coordinator and that we consider changing the terms of the contract to one in which there are paid positions. We discussed the other changes required if we created paid positions including higher insurance, reporting to CRA, etc. Further investigation is needed to determine whether it is feasible. George suggested that we have a tune up done on the snow blower before next season.
3. We reviewed the Winter Carnival Event that took place on February 19th
  - The items received and managing the pick-up and drop-off of the items was such that it might be worth investing in some basic supplies like hoola hoops, pylons, etc that we could reuse at future events.
  - We might want to move the date slightly earlier in the season to be more likely to have cold weather – the day was beautiful, but warm and it was the last day for the rink ice.
  - The hot chocolate was more popular than coffee, so stick to just hot chocolate next time
  - We should order a banner that we can prominently display at events so that people know who is hosting the event.
  - When we host free events, we need to make sure it is very clear that the event is free (this was the most frequent question on the Facebook group).
  - Whomever takes on the role of main organizer needs to be at the event.
  - For future events, we should set up a google doc with all details and who is responsible for what (before, during, after) so that all information and coordination is in one place and easily accessed by all board members.

4. A **motion** to approve the minutes from the February 12, 2018 meeting was put forward by Gary and seconded by Mireille, **carried**.
5. Miranda updated the board on the following:
  - CGOWCA hosted the February Federation of Community Associations (FCA) meeting – attendance was about 40 people at the meeting, Bob Monette was there as well. The feedback was positive, and they were happy to see a new venue.
  - Miranda advised the board that a planning submission on Place d'Orléans mall will be out soon for comment from the community. Miranda will share it with the Board so that we can comment as a group, and it will be available on the City of Ottawa website. We will likely be promoting this and encouraging community members to comment as well.
  - Both Miranda and Mireille attended the Civics Talks hosted by Synapcity and said that the format and content was great, but that the discussion could have been stronger with more participants. There is a Civics Boot Camp course that is a 6-week course that is open to the public.
6. Mireille provided a financial update
  - The Winter Carnival came in over budget compared to what was discussed prior. We will be clearer for the next events that if items come in over budget, the full cost may not be reimbursed.
  - We discussed volunteer recognition for Rink Volunteers. A **motion** was put forward by Karen, seconded by Gary to budget \$50 per volunteer and \$200 for the volunteer rink Coordinator, **carried**.
7. Fran and Mireille provided an update from the Communications Committee
  - The March newsletter went out, there was one item that we need more information about in order to promote it. Miranda will send information about the Community Garden item (**Action: Miranda**)
  - The Communications Committee met on February 21<sup>st</sup> to review our to-do items for the website updates. There is further discussion to be had about whether Wordpress is the best platform for our needs, or whether one like Wix would be easier to maintain. We continue to update the current website to make sure that all menus are available in both English and French. This is a work in progress. (**Action: Nick, Mireille, Fran**)
  - We discussed the commentary from community regarding the Facebook group and guidelines. We will continue to monitor threads and may remove posts or close comments when things are no longer neighbourly. Miranda shared that some other Community Associations have 1 day per month where advertising or for sale posts are permitted. This may be something to consider.

- Miranda and Karen will create a draft updated text for the terms of the group for the Communications Committee to review **(Action: Miranda and Karen)**
8. We discussed our upcoming spring events
- Bike Rodeo (lead: Mireille)
    - Mireille is working on the details – securing a date (the date may shift to the first weekend in May so that it's warmer) and venues
    - We will need to see what happens with the grant application which will allow us to hire Vélofix to be at the event to provide bike tune-ups
    - The school board needs confirmation that Mireille is a member of the Board of the Association. **Confirming in these minutes that Mireille is the Treasurer of the Association.**
  - Dog walk-a-thon - April 28, 2018 (lead: Emma) – more information to come on this, it will be the second annual. They are working on trying to find sponsors.
  - Picnic in the park (leads: Karen, Gary) – Gary has had very early discussions with Bruyère to see how we could work together. We may want to target it for the 100 in 1 day date (June 2). Karen and Gary need to discuss their vision of the event.
  - Yoga in the park – summer 2018 (lead: Mireille)

### **New Business**

9. Question / concerns from the floor?
- Karen raised that there is a suggestion on the Facebook group to cycle to Petrie for Canada Day. Karen is interested in investigating bike parking at the event and ways that the CGOWCA could be involved in that. She will report back to the Board. **(Action: Karen)**
  - Gary will send some information for the newsletter to promote the volunteer recruitment for Cycling without Age at Bruyere in our catchment since the spring volunteer recruitment will be soon. **(Action: Gary)**

### 10. Next Meetings

- Monday, April 9th
- Monday, May 14th
- Monday, June 11th