

**Convent Glen Orleans Wood Community Association
Minutes April 9 2018**

In attendance: Fran Childs, Miranda Gray, Mireille Brownhill, Karen Chow, Gary Bradshaw, Louise Maclaren, Jasmine Brown, 2 community members

Regrets: Nicholas Gadbois

1. The agenda was approved by consensus.
2. Heart of Orleans BIA - Jasmine Brown
Jasmine presented information about the [Business Improvement Area \(BIA\)](#), which represents over 350 businesses along St Joseph Blvd, and its role, as well as some of the upcoming events for 2018. Highlights of her presentation included:
 - a. The structure of the BIA – It is a nonprofit which is governed by the municipal act, with a volunteer board of directors made up of members of the BIA, including two city counsellors who are non-voting members. Their office is located at the Shenkman Arts Centre. Their long term goal and vision is to make St Joseph more walkable, bikeable, and vibrant.
 - b. Jasmine spoke about upcoming events that the BIA is organizing or promoting:
 - i. April and May – [Glad Cleaning the Capital](#) - they will be encouraging businesses and citizens to sign up for clean ups and the BIA will promote events that people organize.
 - ii. June 7-9 Beer Festival – and there will be a Heart of Orleans beer by Stray Dog Brewery – there is a [Facebook event](#) that will have updates
 - iii. Poutine fest mid-May – there is a [Facebook event](#) that will have updates
 - iv. Rib Festival may relocate to a larger space – there is a [Facebook page](#) to follow updates
 - v. Boulevard Run – 4 businesses are partnering and looking at doing a charity run along St Joseph – more to come on this event
3. A motion was put forward to approve the minutes of the February board meeting by Gary, seconded by Mireille, carried. **(Action: Fran)**
4. Miranda updated the board on the following:
 - o Ward 1 President's council update – Bob Monette hosted a meeting on April 6th, if the Communications Team wants to send an article event in his flyer, we need to submit it by the end of the April.
 - o The CGOWCA response to 1220-1226 Place d'Orléans Drive and 6883 Rocque Street redevelopment was submitted Friday
 - o Support Queenswood Heights Community Association on 3030 St Joseph development proposal. Motion put forward by Karen for the CGOWCA to submit a letter of support regarding the QHCA's concerns about the proposed height of the development, seconded by Mireille, carried. Miranda will draft and circulate a letter of support to the board. **(Action: Miranda)**
 - o Canada Day Stakeholders meeting, April 16th at 6:00pm, 255 Centrum Blvd – Karen will attend the meeting on behalf of CGOWCA. Karen will present a draft

budget for the event if needed depending on what comes from the meeting.

(Action: Karen)

- [Gloucester Emergency Food Cupboard](#) consultation around food security- April 17, 2pm to 3:30 pm or 7pm to 8:30pm at Orleans United Church – Mireille may attend, Miranda may attend
 - Urban Tree Conservation By-Law: April 19 2018 CAFES meeting (7:30-9:30)
 - [Reporting a Crime: After the call](#) - April 23 from 8:30 am to 11 am at City Hall – Fran is attending
 - [Cleaning the Capital](#) – April 15th to May 15th – please register and create an event at a date and time that works for you. If you have a park or spot in your neighbourhood that needs some love – sign up! You can win prizes if you submit your post-event report.
 - The Co2 alarms that were donated and have been claimed via the Facebook group giveaway.
5. Mireille updated the board on the following financial matters:
- The gifts to the rink volunteers were delivered with thank you cards
 - The post office box was renewed for another year
 - We currently have about \$3000 left in the account
 - Insurance policy renewal is coming up – premiums are not sustainable at the current levels with the current revenues (insurance coverage was over \$1000 last year)
 - Mireille asked that fundraising to be on the agenda for next meeting **(Action: Fran)**
 - No updates yet from the proposal that was submitted to the TD Park People funding opportunity
6. Fran and Mireille updated the board on the following activities of the Communications Team:
- Newsletter update – April went out, Fran used the templates in Mailchimp and some open source images to add images to the various articles
 - Mireille asked to clarify our practice about including events outside of our catchment in the newsletter. We can discuss further, but generally, we would promote things that are Orleans-wide initiatives as long as we do not have competing events. If we have too many items for a given month's newsletter, we can prioritize CGOWCA events.
 - Fran shared that the website is progressing, and menus are being updated slowly. The committee did not meet since our last board meeting, so we still need to discuss whether we should change from Wordpress to Wix or not and make a proposal.
7. We discussed our upcoming spring events:
- Dog walk-a-thon - April 28, 2018 – leads are Emma / Gary. All preparations are coming along; Gary will be printing posters; Fran will post event this weekend in the Facebook Group. There is room for volunteers to help mark the route, and to staff the water station and start/end of the walk (Mireille, Fran, Gary will attend event) **(Action: Gary, Fran)**

- Bike Rodeo – May 6th 11am to 1pm – lead is Mireille; school gym is booked for May 6th; submitted request to safer roads Ottawa (no response yet); connecting with Capital Velofest; need helpers to come out as of 9am (Fran, Mireille will attend).
- Picnic in the park – summer 2018 – leads are Karen & Gary; Karen and Gary will meet to determine a date, poster and detailed plans for May board meeting (**Action: Karen, Gary**)
- Yoga in the park – summer 2018 – lead is Mireille – will confirm dates in May

New Business

8. Issues from board members
 - We discussed board member attendance and leaves of absences. The current CGOWCA bylaw says “after a period of time” but doesn’t set a boundary about how many meetings may be missed. We discussed that many other boards we have been part of have specified that directors cannot miss 3 consecutive meetings. We decided to table this discussion for now rather than take action to make the bylaw more specific.
 - Miranda will be asking for a leave of absence from the end of the May meeting until the end of the October meeting.
9. Next month’s agenda should include:
 - **Banner (Action: Karen)**
 - Fundraising
 - Events
10. The board went in camera as of 8:12pm and discussed a proposed idea. We came out of camera at 8:14pm.
11. We reminded attendees that the next meetings are
 - Monday, May 14th
 - Monday, June 11th