



Tanglewood Parks Community Centre  
May 5, 2015

**Attendees:** Graeme Roderick, Niki Mitenko, Pamela Belfer, Allen Deering, Pauline Budd, Yushra Khodabocus

**Absent:** Jingjing Fu, Rose Marie Garces, Karen Venema

**Guest:** Ashley Kirk (Councillor Egli's staff)

## 1.0 Approval of February Minutes

## 2.0 Business Arising

- The THCA minutes are posted on the web and it is recommended this committee also post, we will begin with the February minutes
- June 13 is Councillor Egli's ward FunDay 11:30-3:00pm. Planning is underway
- Boom FM, Little Ray, face painting, balloons, bouncy castle, Tim Hortons, Enbridge, Hydro Ottawa, book exchange, fire, police, public health, etc.
- There will be nothing in the building, just using the washrooms
- Ashley will bring the rain/shine back to Councilor re: moving inside if rain
- Everything will be free, but asking for donations
- Not yet at the stage where volunteer requirements are known
- Ashley will confirm about parking control and notes there is additional parking at the Brick, Canadian Tire
- The whole ward is invited, advertisement in the ward, signage at the Sportsplex and Merivale Area. Sponsors will get recognition

### 2.1 Community Garden

- City approved designation. Next step, individuals have to take prep course
- Will not be built this year, but next

## 3.0 Reports

### 3.1 Facility Management

- Have not yet met with vending machine rep, do not expect a lot to change
- Christmas lights are down
- Pauline will follow up with Karen on the status of the chairs
- Researched price is foot covers – will try one month trial
- Emailed City, court nets need base welding, they will either weld or replace
- Pamela will send retired grounds man congratulations on his retirement
- Purchased 55 cup coffee percolator, has been used a few times. Need to replace 12 cup. Hope Tim Hortons can give a discount. **Approved** up to \$125
- Reorganized main hall storage
- Rink benches were painted
- Hoses were put away, some were repaired, bought new nozzle
- Bought new battery for mic



- First aid supplies have been restocked – everything up to date, as well as the small one with the City rink requirements
- Snow blower maintenance has been done
- Blinds have been installed in the skate room
- Many ladies only groups have been renting. Working out signage to indicate this (have to show courtesy)
- Sofa and love seat chairs bought for multipurpose room – old ones thrown out
- Small platform cart bought
- Under rink grass needs re-generation, hard with Myers football, not time to rejuvenate, the new requirement is to leave it as found
- The City didn't tell Pauline the tennis program is in place and at the same time as Myers
- There have been complaints about garbage in the building. If it is a minor amount, can be left. If it is larger, renters have to take it
- No luck with replacement position. There has been interest, but without payment no longer interested
- Ideas, Algonquin on rec side, not facility side, break up role? Re-define the role

### **3.2 Scheduler**

- Roughly the same amount of permits as this time last year
- On track to meet or exceed the budget

### **3.3 Activity Management**

#### **3.3.1 Outdoors**

- 15 registered for T-ball, some may not have paid
- 8 are registered for soccer, no coach yet
- There is a volunteer student until June from the rec program at Algonquin
- 2 exchange students are interested in helping with soccer
- Called Pauline's soccer contact, they are looking internally for one of their players
- If no coach? Niki will coach
- Will wait for registration numbers to be complete before using Tim Hortons money for shirts
- Tennis needs to be promoted, flyers will go in kiosk
- The head coach is interested in working with us next year
- Contact city re: volleyball net install for the season
- Mini volleyball tournament is a goal for the summer, maybe ball hockey tournament
- Perhaps a sport day for teens

#### **3.3.2 Indoors**

- Summer programs: monkey rock, youth programming, tennis, Tae Kwon Do
- Monkey rock is one week camp for older kids, we are their only location
- Corn roast – Wednesday September 9. Next year apply for grant to have on Labour Day, has to be a civic holiday



- Garage sale day is May 30, advertized but not individual participants
- Two City programs are cancelled Ballet/Jazz and creative movement due to low registration, this is the first time with no city programming
- NROCRC wants back on the calendar with a different program, similar to early years. Haven't sent the info yet
- Concerned for yoga and pilates, there will be open spaces. Concern with time of classes

### **3.4 Volunteer Facilitator**

- Thank you to the rink volunteers. They were consistent throughout the season 5 days/week for 8 weeks. No complaints
- Do we need the Volunteer Facilitator position? How is it different from Wendy?
- Yes, need it. Specific tasks, help with Tball and soccer, events, rink

### **3.5 Report from the City**

- Absent

### **3.6 Promotion**

- Was the March insert out early enough? No. Needs to be March 1 at the latest. More time was needed to review.
- Create ongoing draft with information to speed up process
- Blogs are not up to date, should have the date of entry included
- A-frame, one is outside the building, 2<sup>nd</sup> not being utilized, need plastic sheet. Weather damaged letters
- Business cards working? Yes, Pauline monitors them. The ones for facility manager go the most
- Need winter fun day pictures printed, with captions
- Niki keeps the calendar current
- Use hyperlinks for more information

### **3.7 Treasurer**

- Everything has been on quickbooks for the past 2 quarters
- Having issues managing invoices with revisions – will work to fix with Pauline
- Jingjing will speak to Maria about having a specific cheque deposit date

### **3.8 Report from THCA**

### **3.9 Report from NROCRC**

## **4 Emerging Issues**

- Mailbox will remain for drop offs

Next Meeting: August 11, 2015