

**Tanglewood Hillsdale Community Association
30 Woodfield Drive, Ottawa, ON. K2G 3Y5**

**Board of Directors Monthly Meeting
February 22, 2016 – 7:00 pm
*Approval at March 21 Meeting***

Present: Graeme Roderick, Chair; Maria Baker, Treasurer; Veronica Keane, Secretary
Directors at Large: Ted Baker; Danilo Orozco; Kyle Kearnan (via audio); Debbie Lombardo
Absent: Wendy Farant, Membership; George Kong; Vincent Siciliano

Item 1.0 - *Welcome*

**Item 2.0 - *Approval of the Agenda*
Approved with minor input/new***

**Item 3.0 - *Approval of January 25 Minutes of Board of Directors Monthly Meeting*
Approved with minor changes. To be posted in due course.**

Item 4.0 - *Business Arising from Previous Minutes*

4.1 Moving Bus stop and shelter east revisited. Discussion followed. It was requested that City Planning prepare a study to improve conditions for both bus patrons and motorists.

4.1A* Stop sign - Medhurst and Woodfield

Discussion re the number of car accidents occurring at this site followed. Cross walk to the west. It was requested that the City department responsible for roads prepare a study to improve conditions.

4.2 Bike Path – Meeting of Feb 18

It was reported that the City is reviewing 4 options. The end result will be to build a shared pedestrian/bike path connecting Tanglewood with the Experimental Farm.

4.3 City Event Grant 2017 – 150th Anniversary

TTPC will apply for this grant before Jun 20.

Item 5.0 - *NROCR Report – K Kearnan (audio)*

(1)Community Garden Initiative – K Kearnan continues to work with D Orozco to bring the plan to fruition through dealings with potential partners and providing letters of support.

(2)Senior Isolationism – THCA / MWCA

Focus is on assisting low income and multicultural groups. Collaboration for funding is sought to engage programs and services required. Meetings with communities on how best to achieve this initiative is being addressed. A Sponsorship Guide for Associations which is aimed at assisting communities in order to develop sponsorship plans is being prepared.

(3) Young at Heart Group

Committee meetings are occurring to enhance the outreach plan which includes programs and workshop. A Term of Reference is being created outlining such issues as money, supplies, greeters and door responsibilities.

(4) Youth Engagement Program

There is thought being given for a summer camp to outreach youth. Personal App designs could be developed and entrepreneurial skills taught.

K Kearnan can be reached at 613-596-5626 ext 253.

Item 6.0 - Treasurers Report

Review of financial position

Effective Dec 31, balance - \$5,361; Effective Jan 31, balance - \$5,795.45

The vast increase was attributed to the Budd Memorial Donation of \$300

Replacement of Treasurer

After a meeting with potential volunteers organized by Volunteer Ottawa, D Orozco identified A Benjamin with the appropriate skill sets and interest. Before he will volunteer, the year end report (Sep 30/2015) must be completed. Reports will then be done on a quarterly basis. He has offered his company (In-TAC) to assist our bookkeeper in completing the year end report for a modest fee. At the last Meeting, it was agreed that a company be hired to complete the report and that \$225 be set aside. After a brief discussion, an agreement was reached to forge ahead.

Issue - Bookkeeper must provide fin data for Mar 8 at the Management Committee Meeting. A meeting will be scheduled with In-TAC to assist her in completing the year end and consolidated reports using Quickbooks.

HST Rebate - A Benjamin to review if HST paid by THCA for the last 3 years is eligible for a rebate.

Item 6.2 - Volunteers

Co-ordinator Position – vacant

Motion: G Roderick asked D Lombardo to take on the position. **Accepted. Carried.**

Item 6.3 - Community and Business Concerns

& 6.5 G Kong will be approached to assist in this role and report to Committee.

G Roderick to meet with Manager, Tim Hortons re ongoing litter problems.

Item 6.4 – TPCC

E MacSpurren expressed an interest in acting as Secretary for TPCC. **Accepted. Carried.**

Mar 1/2016 - rink season ends.

Committee of Management meeting is Mar 8/2016.

Item 6.6 - Membership

THCA - Currently membership and advertisement fees are being paid by cash or cheque, however, will soon be paid on line. Date to follow.

Motion: Renew Webmaster contract of \$600py. **Carried.**

Federation of Citizens Association

Motion: G Roderick proposed that the membership fee of \$30 be renewed. **Carried.**

Item 6.7 – Neighbourhood Watch – Feb 2016

D Orozco provided info on the recent storm watch.

The Police Station on Greenbank, N of Huntclub, is no longer accessible to the public and will eventually be closed.

The revision of the email address list is almost complete.

A problem has been identified in Parkwood Hills – property is being purchased and rented out to tenants who are creating noise issues. Police have been approached with nil results.

D Lombardo remarked on property being purchased and rented out is occurring in the Hillsdale area. She didn't speak to noise or bylaw officers

Motion of Support: G Roderick suggested D Orozco provide the Parkwood Hills Group the idea to address the Federation of Citizens Association and Knoxdale-Merivale Council.

Item 6.8 - Communications

April Newsletter – on schedule

Blog – what messages should be included was raised. To be further discussed.

Item 6.9 - Community Garden Update

G Roderick advised that effective Jun, shed and 24 boxes will be insured under property insurance. (Aon Risk Solutions is the carrier, Agent M Gilmore at 613-792-4558.)

G Roderick suggested that a **liability waiver** be used for all those renting a box.

Motion: D Orozco requested the Committee review a para re City assets be approved. Item reviewed. **Approved. Carried.**

The following is a condensed report on the update of the events surrounding the community garden, effective Feb 20/2016:

(1) Application for funds submitted to: Just Food on Feb 22 - approval mid Jun; BNS by Feb 6. (Info re Bright Future Program to be found); TD Friends of the Environment on Feb 16, and, AWESOME Ottawa for \$1,000

(2) Shed – design received from Algonquin College and forwarded to the City Rep for a shed design approval meeting Feb 24. Cost \$2,492.43 materials; \$1,086 doors; concrete base estimate is \$600.

(3) Outstanding Items: Quote for pathway (Just Food to pay for pathway); Transport shed from Algonquin to Tanglewood Park (how, who unknown); Meeting with City of Ottawa reps at Tanglewood Park in Mar to discuss trucks in park, shed installation, and coordination.

(4) GARDEN REGISTRATION Sat, Apr 23 at 11:30 – of the 24 plots – 8 potentially rented + 1 avail, 3 for disabled, 1 for a school (Adult School at old Confed??), 11 communal.

(5) Building the garden – buying materials; finding person/persons to schedule receipt of materials; -to build the items on day of receipt or search for storage; -to direct the building of the boxes; -to build the boxes (students and community volunteers??).

(6) Media event for Launching of the Garden – Mayor? City Councillor?

All who supported the garden construction will be invited.

Item 7.0 - Garage Sale – May 28

The THCA garage sale is slated for May 28, from 8-12 should anyone wish to participate.

Item 8.0 - Liability and Property Insurance Renewal

Renewal - June 1, 2016.

Item 9.0 – Adjournment

The Meeting adjourned at 9:20pm.

Next Meeting – March 21, 2016 – 7:00pm

NOTE – Residents of the Tanglewood-Hillsdale community are welcome to attend monthly meetings as spectators and/or are welcome to bring forward Agenda items.

G Roderick, Chair

V Keaney, Secretary