

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

**Board of Directors Monthly Meeting
January 25, 2016 – 7:00 pm
(for approval at February 22 Meeting)**

Present: Graeme Roderick, Chair; Maria Baker, Treasurer; Wendy Farant, Membership

Directors at Large: Ted Baker; Danilo Orozco; Kyle Kearnan (via audio)

Directors at Large Absent: George Kong (absent until May 2016); Vincent Siciliano, Debbie Lombardo

Guest: Niki Mintenko, TPCC

Item 1 - Welcome

Item 2 – Approval of Agenda

Approved with minor change – date changed from Nov 23/15 to Jan 25/16.

Item 3 – Appointment – Recording Secretary – Veronica Keaney

Recommended by W Farant

Motion: Carried.

Item 4 – George Kong

G Kong is not available Monday evenings until May 2016.

Item 5 - Approval of Dec 21/15 Minutes for posting

Approved as circulated.

Business arising from Minutes

5.1 Moving bus stop and shelter east

To date, no action taken by the City (Councillor Egli)

Opposition – presented by V Keaney.

Motion: request to reconsider/cancel this suggestion be considered at Feb 22 meeting.

5.2 Signage at west entrance to neighbourhood

To date, no action yet taken by the City (Councillor Egli)

G Kong will meet with Councillor Egli to further discuss this subject and report to the Board.

5.3 Bike path (Nepean Trail) – February 18 Meeting

G Roderick commented positively of the meeting. Agreed an Association rep attend meeting being held at the Sportsplex (6:00-8:00pm).

5.4 Designating Toboggan Hill a mini park

To date, no action has been taken. Councillor Egli's staff provided Kevin Wherry's name as a contact.

5.5 Labour Day 2016 Grant

Grant application approved with Form to be resubmitted using different data in anticipation of approval.

Discussion ensued re borrowing items from neighbours and insurance regs.

Motion: N Mintenko to action.

5.6 City Event Grant 2017 – Anniversary - 150 Years of Confederation

*The City is offering up to \$5K for various programming.

Motion: TPCC to action.

5.7 Ward Recognition (Nov 26)

T Baxter attended this function as an observer and found it very rewarding.

Mayor Watson and Councillor Egli were in attendance.

Item 6 - NROCRC – K Kearnan

K Kearnan submitted an audio report dealing with Partnership with Manordale Community Association and NROCRC on seeking a grant from the Community Foundation for a Senior Outreach Worker for a year as well as a grant application for TPCC's Community Garden, plus support for Young at Hearts and a potential youth program.

No further money can be provided by NROCRC from the Trillium Grant which is now expired.

Item 7 – Treasurers Report

*Financial Position: - As a result of last year's deficit, there will be a slight increase for companies using the THCA newsletter (SC) and website to advertise. Increase to be \$1.00 pm in each - newsletter and website. Companies can receive two months free advertising should they be a sponsor of our events.

*Review of Financial position:

- Nov 30 balance - \$5,451

- Dec 30 balance \$5,361

*Review of the job description was discussed.

*Volunteer Ottawa is a program providing people with a variety of backgrounds, including accounting, the opportunity to volunteer with community association boards. D Orozco was available to attend an introductory session on Jan 27 with 12-15 trained individuals with a financial background interested in volunteering in Ottawa.

Motion: G Roderick to submit request.

*After some discussion, it was decided to hire a local Accounting Firm to review the QuiQuickbooks records. The cost is \$75 ph and it is expected that 3 hours will be required. There must be a year-end financial report as the City can request the report at any time.

Motion: M Baker, J Fu, G Roderick to action.

As the Bakers will be moving out of the neighbourhood once their house sells, it is hoped there will be a sufficient transition period to the new Treasurer.

Item 8 - Other

8.0 – Portfolios

8.1 – Appointments: we seek to fill vacancies either internally or externally - see data re Volunteer Ottawa.

8.2 – Volunteers

Coordinators position continues to be vacant.

8.3 – TPCC

*Winter Carnival was held Jan 23 with Councillor Egli in attendance.

*Rink Supervisors Position to be reviewed.

Motion: N Mintenko to action and G Roderick (if required).

*THCA Rink Assistant position must have:

- (1) Police Security Clearance
- (2) First Aid Training
- (3) Must be 18 years of age and older if to be left alone at the rink/Centre
- (4) May be 16-17 years of age if supervised by a person 18 years of age and older and in attendance physically at the rink/Centre**
- (5) Younger than 15 years of age may assist at the rink in minor roles and must be supervised by a person 18 years of age and older and in attendance physically at the rink/Centre. MUST HAVE WRITTEN CONSENT OF PARENT/GUARDIAN TO ACT IN THIS CAPACITY.**

8.4 – Community & Business Concern

Meet with Owner, Tim Horton's @ Woodroffe/Medhurst re ongoing litter problems.

Motion: G Roderick to action

8.5 – Membership – to be discussed further at next meeting

(1) Increase in fees occurred in October for businesses advertising

*Canvas Dow Honda for contributions to the Community

Motion: M Baxter and/or G Roderick to action

(2) Meeting to be held Feb 4 with Art Dunham and Thomas Bradley to discuss payment of membership and programs on-line.

8.6 – Neighbourhood Watch

D Orozco reported nil issues for Tanglewood-Hillsdale since last report.

8.7 – Communications - Newsletter

May Newsletter date was changed as it must be submitted to the editor by end Mar and distributed by Apr 9 as t-ball and soccer registration commence Apr 23.

8.8 – Partnership w Manordale and NROCRC on Senior Outreach Worker FT 6 mos

K Kearnan advised that as this program would be shared between MWCA and THCA, each would receive 1.5 days pw.

8.9 – Community Garden Update

D Orozco reported that:

*Just Food will provide a grant of \$9K. The application form must be completed by Feb 9.

Motion: G Roderick will be required to sign submission.

*BNS could provide a \$3K grant. K Kearnan replied to questions fr BNS.

*TD could provide a grant of \$3K.

*D Orozco to meet w K Kearnan on Wed.

*D Orozco advised that the pathway leading to the garden would be paid for by TPCC. City must approve. A company to build the path has yet to be hired.

*Algonquin College will build the shed - Cost \$2.6K.

Transportation is extra and yet to be found.

*Wood was discussed – pressure treated vs non-pressure treated.

*Doors to be steel not wood for security purposes – Cost \$1K.

*7 plots of 12 have been potentially rented.

*The City will only approve the sites in June. Earlier approval will be sought.

*THPP will be held responsible if any damage occurs to the grass.

9.0 Meeting adjourned at 9:18pm.

Next meeting – February 22, 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, Recording Secretary

