



**Tanglewood Parks Community Centre**  
**Management Committee Minutes**  
**December 8 2015**

( approved at the March 8<sup>th</sup> 2016 meeting)

**Present:** Allen Deering, Graeme Roderick (chair), Niki Mintenko Pauline Budd and Jingjing Fu.

**Absent:** Ahmed Moharam, Danilo Oroczo, Yushra Khodabocus and Karen Venema

**1. Approval of the August 11 Minutes:**

**CARRIED**

**2. Resignation and potential replacement:**

Rose-Marie Garces (NORCRC) and Pam Belfour (Secretary for TPCC) resigned. It was noted that former THCA president John Kane may be interested in the secretary's position. Allen offered to be the recorder for this meeting. Thank you Allen.

**3.0 Business Arising**

**3.1 Payment of the soccer coach:**

Consensus to pay Soccer coach \$80. There was one abstention

**3.2 Painting of the Lines in the "Ball Courts".**

**See Below**

**3.3 Repair/Replacement of the Rails of the wooden Fence by the City:** Addressed

**3.4 Picking up the Mail from the Community Mailboxes at 12 Woodfield Drive Court**

It was decided that Marie and Allen will be responsible for picking up the mail and putting it in the mailbox at 30 Woodfield.

**3.5 Replacement of cork board and plexiglas in kiosk**

Graeme to provide Facility Manager with a contact person to repair the outside Bulletin Board.

**4.0 Reports**

**4.1 Facility Manager: Allen reported-**

- ✓ check the first-Aid kit in kitchen to see if it needed to be restocked
- ✓ check into painting lines in the basketball court
- ✓ install liner around the rink boards where there is spaces

Consensus motion to hire an Assistant Facility Manager at \$35 a month

**CARRIED**

- ✓ There have been minor complaints about the Hillsdale Hall being dirty.

**4.2 Activity Manager: Niki reported -**

- ✓ T-ball/soccer
  - ✓ there was ten kids signed up for T-Ball and twenty five for soccer Income for this programme was \$535 while Expenses \$544. A loss of \$9 dollars. Tim Hortons donated \$250 towards the T-Ball and Soccer.

- ✓ We will require a coach for next season to run T-Ball and Soccer.
- ✓ Tennis
  - ✓ Shawn Fowler will be running the 2016 Tennis programme.
  - ✓ Lights for the tennis courts will be turned off and gate locked Dec 15.
- ✓ Ice rink and Carnival
  - ✓ There will only be one set of nets used this year on the ice.
  - ✓ Dow Honda to be contacted regarding advertise on the Rink Boards.
  - ✓ Winter Carnival date was deferred to later meeting.
  - ✓ Sundance was booked for sleigh ride.
  - ✓ There will be a fire pit at the Winter Carnival
- ✓ Corn Roast:
  - ✓ The Corn Roast income was 1,330 expenses 1,466 loss of \$136
  - ✓ Niki applied for a 1,900 grant for next year's event.
- ✓ City Run and other programs
  - ✓ There will be a Youth Group this Summer
  - ✓ The walk program was not a success.
  - ✓ Pilates was not a go, partially because the activity did not appear in the City's recreation guide.
  - ✓ Creative movement was cancelled.

#### 4.3 Volunteer Facilitator: General reporting -

- ✓ We're to advertise for a Volunteer Facilitator.
- ✓ Wendy Farrant, who was the volunteer coordinator for THCA, is now responsible for Membership.
- ✓ Niki reported that while one person has come forward to volunteer to supervise the change room of the Centre on weekdays from 4:00 to 5:30, she is seeking a second person to share days of the week and to be a back up.
- ✓ Niki and Yushra will be seeking volunteers for the winter carnival. Will ask in our newsletter: SC.
- ✓ Niki has a draft contract for volunteers to review/acknowledge.

#### 4.4 Promotion: In the absence of Ahmed, general reporting -

- ✓ Niki and Pauline would be available to assist in preparing TPCC's insert for the Newsletter. Submissions for Newsletter Sat Dec 12/15.
- ✓ The other half dozen items on the agenda were tabled to the next meeting.

#### 5.0 Finances:

Jingjing reported on the financial position of the Centre, in particular with respect to the remittance to the City a cheques for permit revenue. Graeme agreed to hand deliver it to Karen Venema at the Nepean Sportsplex.

The invoicing process for instructors was reviewed.

#### 6.0 Budget:

Following discussion and some changes the budget for 2015-2016 was recommended to the Board of Directors for approval at their upcoming December 21 meeting.

#### 7.0 Community Garden:

In the absence of Danilo, it was noted that the presentation of Jordon Bouchard of Just Food was well received at the November THCA AGM. The three other items on the agenda were

tabled.

**8.0 THCA boundaries:**

The directors at their November AGM modified the bylaw to include Royden Place. Two of our regular sponsors, Hardstones Gill and Hobby Centre, located there. could now become corporate members.

**9.0 Emerging Issues**

- ✓ Application for Civic Event Funding (ie July 1 Canada Day 2017)  
Niki sought clarification whether other dates than the five civic holidays could be used.
- ✓ Outdoor Storage Capacity: city assistance  
Jeannette Krabicka, planner with Parks & Recreation has agreed to discuss this further. Her phone number is 613-580-2424 x20047 and her email is [Jeannette.krabicka@ottawa.ca](mailto:Jeannette.krabicka@ottawa.ca).
- ✓ 2017 trees in the Parks or our community – application
- ✓ Nepean Trail’s connection to Tanglewood Park 2017  
Meeting regarding the entire trail expected in February 2016.

**10. Dec 21/15 Potluck at the centre.**

**11. Next TPCC Mar 8/16 at 7 pm**

**CARRIED**

**Allen Deering, recorder**