



Tanglewood Park Community Centre
Minutes of Management Committee Meeting
Tuesday, 8 March 2016
Approved May 31 2016

Meeting Commenced at 1900 hours sharp at the Community Centre.

PRESENT: Graeme Roderick, Niki Mintenko, Karen Venema (City of Ottawa), Allen Deering, Pauline Budd, Betty MacSpurren

Approval of the agenda

PASSED

Approval of Minutes of December 08, 2015 meeting

PASSED

BUSINESS ARISING:

Ball Hockey Court:

Allan stated that repaint lines on ball hockey court was not allocated in the budget. Pauline said estimate of \$300 was for both courts. Al said this was a “carry over” from December 8 minutes and it was agreed to go into deficit and look elsewhere for “wiggle room”.

Allan is to get a price and bring forward to next meeting for the ball hockey side only.

Hillside Hall Cupboard Doors:

Karen to speak to City with respect to this matter.

PRIORITY for cupboard doors

Allan go get cost on cupboard doors.

Replacement of cork board and plexiglass in kiosk:

Al communicated with Nathan Stenfert who will have it completed by end of March.

Al to pursue other avenues to have work done discretion to \$750.

Karen to see if City will allow a sponsorship for both items.

Picnic Table and levelling of pad by tennis court:

To be purchased once the snow melts to be located when bricks are under trees.

Application for trees in park:

Karen to get application for maple trees

Betty to determine if we are in need of any trees (three to five trees)

Application of civic event:

Niki stated that it is a \$5,000 to \$25,000 grant (low priority)

Act, Cultural and Heritage – need partnerships – must satisfy a lot of criteria

NO ACTION TO BE TAKEN

Nepean Trail:

Specific comment as to what is happening in area near Merivale Road overpass
What happens there and how it connects to existing path in our neighbourhood?
Graeme to send us a link and post it on website.

REPORTS:**Facility Management:**

Allen - No action at present time
Assistant - No action at present time

Scheduler:

Pauline provided committee with a breakdown of room revenues and actual usage as of March 1, 2016.

Activity Management:**Outdoors:**

Winter Rink: open for 38 days and closed 15 days

Volunteers for after school: Volunteers started in February. When volunteers were here, there were few skaters.

Attendance for season and Extra Week volunteers:

Need to post every day in Ottawa rinks site and include we have a skate exchange room.

Appleseed: came four times to clear snow

Winter Carnival: Went well – lots of people (about 80 people attended). Enjoyed fire pit and sleigh ride.

Precious Moments: (horse ride) coordinated with other communities

Finances results vs budget –

Firepit **APPROVED**

Use Howley Signs for next year

Budget for costume for next year

Expenses: \$913 - Income: \$577 - Loss: \$336

Advertisers/Sponsor and photographer need to go into the next news letter – Pauline

Nets condition for the ball courts: Need to be replaced once snow goes

Canadian Tire (pucks) and jump start (helmets):

Pucks given out to kids

Helmets were not given out

Allan to give Niki the phone number

Overrun on budget for Rink:

Niki reported that she gave out \$5170 to Matt Clow. Also paid Tim and Nathan Young \$240 and Pauline \$96 in compensation: Total is \$5506. Under the rink maintenance, at least \$165 was paid to get the rink operational.

T-Ball and Soccer Coach: No coach yet – to ask Nepean Soccer Coach for someone age 17 years or older and 16 years old as assistant.

Tennis and Tennis Lessons for 2016: Details not finalized. Shawn Fowler to run program. Karen to clarify why both courts can't be used (Karen and Niki)

Volleyball Hillside Park:

Purchase of deep rake, need for regular volunteer – APPROVED – Niki to purchase
No Cats and Dogs signs near court – Karen

Basketball and Ball Hockey:

Receipt of Ahmad's attendance report. In Ahmad's absence, bring forward to next meeting.
2016 Ball Hockey Lights – Allen to bring forward to next meeting
Permits of rink surfaces and multipurpose room – Direct to Ward Cossman at the City's Parks and Recreation.

Corn Roast September 7 – Labour Day Celebration – Minute this
Date and time into funding application for 2016 Labour Day Celebration

Other Revenue and Expenditures since last meeting: None minuted

Indoors:

Donation: Pauline said that an A/V screen has been donated from Caldwell Banker. Betty to make note of this for reply.

Pauline to oversee automation of programs registration and scheduling, etc. (budget cost with budget).

There is a meeting on March 31 - 8:30 to 9:30 with Frempt Bafi-Yeoba, a City Recreation and Community Development Officer regarding third party on-line registration and scheduling. Webmaster Thomas Bradley cannot make the meeting – date to be changed.

Report from the city and its programs: Karen

Yoga for Fall and Winter - Niki, Pauline and Karen
Pilates for Fall and Winter - Niki, Pauline and Karen
Walking Spring one morning/week – Thursday 0930 to 1030

Summer Programs:

Karen indicated that there will be a youth afternoon program for 10-14 year olds. TPCC to advertise/promote.

Babysitting Course will be offered June 10 at TPCC.

Niki reported that NROCRC supported the successful CPR Training that ran last fall to the amount of \$400.

Rental Rates:

Pauline stated that Booking rates are based on the number of activity categories. She said what mainly distinguishes a private activity from a not-for-profit activity is whether or not it is by invitation only / not to the general public. Experience at our centre has shown that both types of bookings are by invitation only and not open to the general public. Pauline moved that fees for events should not be considered as a “Not For Profit” rate and that they should be moved up to \$30.00 from \$25.00
Motion PASSED

Volunteer Facilitator:

Possible combining positions with Volunteer Coordinator (Debbie Lombardo).
Contract for volunteers to be provided to Debbie (Niki)

REPORT OF BOOKKEEPER: In Jingling's absence:

Financial Position year end and first quarter: Report received by Graeme
Awaits Board Approval of 2014-2015 year end. TABLED TO NEXT MEETING.

Invoice process for instructors: Niki to bring forward to next meeting
Treasurer to have TPCC'S input.

Community Garden Committee: Danilo
Shed: Is there a sensible way to move it behind the building
Three grant requests - \$14,000, \$1000 and \$2000.
Registrations
Outreach to Community Garden's neighbours

EMERGING ISSUES/OTHER BUSINESS:

Betty to answer and take messages from phone in kitchen.

Meeting adjourned at 21:25 hours

NEXT MEETING: Tuesday, 31 May 2016 at 7 pm.