



30 Woodfield Dr, Nepean, ON K2G 3Y5

Website: www.thca.ca

TPCC Management Committee Meeting Minutes

Held January 10, approved April 11 2017

Present: G Roderick (Chair), V Keaney (Recorder), M Mintenko, P Budd

Absent: A Deering, D Orozco, K Venema

1. **Nov 1/2016 Minutes:**

- Approved and now due for posting.

2. **Personnel Changes:**

- Secretary position – filled by V Keaney.
- Promoter position – pending selection.
- Bookkeeper – SUMS company has been hired. Launa McIntyre will be the contact. The Financial Statement is forthcoming.
- R Dechambeau, Community Garden Asst, has retired the position.

3. **Business Arising:**

- Status of application for 2017 for trees in both TH parks – pending.
- Application of civic event 2017 – a meeting to discuss further will be held Jan 11. From correspondence presented \$9K has been approved. \$14K must be raised.
- Graffiti Hillsdale Park – action has been taken with the City to clean off the area. It has been recommended that graffiti art work be placed in the area in attempts to stop the negative occurrences.
- Anti-animal on court signs have been placed at the Tanglewood Park, 30 Woodfield Dr. The remainder of the park is a dog leash park.

4. **Reports**

4.1 **Facility Management (A Deering)** – purchased a 6' step ladder; furniture from the utility room was moved to storage; repaired 3 blinds in the Hillsdale Hall; repaired drink machine; printer ink ordered; plastic card holders required to tidy bulletin board. Standard complaint is that people are walking on the floors with their winter boots.

4.2 **Scheduler (P Budd)** – numerical presentation on major permit holders including revenue from all sources plus kitchen, equipment and storage. Rentals from Oct 2015-Sep 2016 amounted to \$40,382.

- Note – Hillsdale Hall holds 100 persons / \$30ph
- Note – Lions Den holds 25 persons / \$15ph
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4.3 Activity Management

4.3.1 Outdoors

Activities Coordinator (M Mintenko) – provided the following:

- The rink opened Dec 23/2016. After school supervision runs from 4:15-5:30. Requirements are to open the change room door and take count of those in attendance. Continued supervision of the rink runs from 5:30-9:00pm. The rink supervisor is to hire someone to assist in supervision.
- **MOTION** – a motion was made for TPCC to pay for the police check on this person. ***Approved.***
- Learn to Skate Program has 1 student in attendance with a potential additional student bringing the total to 2.
- Learn to Play Hock has 1 student in attendance.
- A bucket of pucks was received from Canadian Tire. Thank you CT.
- Hockey sticks are required. There will be a check for used sticks at the 2nd hand stores. **\$60 has been authorized for this expenditure.**
- **Winter Carnival – Jan 21 – Volunteers are needed.**
 - Permission from the City has been received for the sleigh rides.
 - Permission from the City has been received for the fire pit.
 - Hardstones is not available this year to provide CHILI makings or personnel so a volunteer is needed.
 - A costume will be rented.
 - Photos will be taken.

4.3.1.1 Community Garden (D Orozco) – advised:

- Garden Members agreement and application for was distributed for comment and to set fees. Committee decided that the form should also include the TPCC logo. The Application Form should conform with the info contained on the website and needs to include the TPCC logo.
- Cheques must be made payable to the Tanglewood Park Community Centre, name out in full – no acronym.
- Just Food returned the \$3,632 cheque.
- Emails have been sent seeking volunteers to build boxes.
- Spring 2017 – bed construction; purchase material to make beds; order soil which meets the City of Ottawa Environment Standards; untreated lumber regarded as organic is stored for the winter
- Insurance matters have to be handled
- Just Food has suggested that 2018 funding be sought to build Phase II. 2017 funds have been used for start up costs.
- Garden Expenses to date - \$8,173.75
- Calculated additional expenses – over \$10K

4.3.2 Indoor Activities (M Mintenko) – data follows:

- Yoga – 6 participants
- Pilates – 6 participants

- Creative Movement – 5 participants
 - 4.3.2.1 **Young at Hearts** will meet on Monday, Jan 16/2017 from 1-3pm for a Movie (The Quartet) and Popcorn.
 - 4.4 **Volunteer Facilitator** – to be tabled at next meeting.
 - 4.5 **City and its Programs (K Venema)** - not present. To be tabled at next meeting.
 - Current programs are to be switched over from the City of Ottawa to TPCC.
 - There is to be a new program in the spring called Muk and Mess which will be held Saturday.
 - The **Babysitting Course** will occur during March Break. It is proposed that information will be disseminated to local schools for information. Subsidies will be available where needed.
 - 4.6 **Promotion** – to be tabled at next meeting.
 - Re Myers Ryders – remind contact about parking at the rear of the Brick.
 - Also remind them to dispose of their garbage and not leave items on the field.
5. **Revised Budget**
- Camera was purchased for \$665; money to be moved from Staff(Management) to Camera(Minor Capital Expenditure).
6. **NROCRC Report** (K Kearnan) – will be forthcoming.
7. **Emerging issues/other business**
- Checklists to sign off.
 - sample lists distributed [not placed in circulation]
 - Provide volunteer names to Province
 - P Budd – 20 years
 - M Mintenko – 15 years
 - A Deering – 10 years
 - Tennis Courts need resurfacing but the City of Ottawa does not agree, however, is willing to share costs.

The TPCC Meeting adjourned at 9:15pm.

The next TPCC Meeting will take place April 11, 2017.