



Tanglewood Park Community Centre
30 Woodfield Dr, Nepean, ON K2G 3Y5
Website: www.thca.ca
TPCC Management Committee Meeting Minutes
June 4, 2019 7:15 pm

In attendance: G Roderick (President); G Kong (Vice-President); V Keaney (Secretary); P Budd (Facility Mgr & Facility Scheduler Mgr); N Mintenko (Program Mgr (Ext) & Events Mgr); D Orozco (Community Garden Mgr & Neighbourhood Watch Contact)
; A Deering (Program Mgr (Int)) D Orozco (Community Garden Mgr & Neighbourhood Watch Contact)
Absent: A Deering (Program Mgr (Int)); K Vezena (City of Ottawa); H Ali, NROCRC Rep

1. **Approval of Agenda** **Approved w minor changes**
2. **Approval of March 12, 2019 Minutes:** **Approved w minor changes**
3. **CD Framework Update** – H Ali advised that there were 7 volunteers and the question was how to use them. More was to be known after June 8th.
4. **Business Arising from the Minutes**
 - a) Ball Court & Wall (Medhurst Park) – Fencing work was to be completed.
G Kong reported that nil action had been done at the Medhurst Park, basketball portion of park. K Egli was to assist in financing THCA’s contribution of \$10K. As it stands, year 2020 may be the year of completion as many items and conditions must be considered.
G Kong to Action
 - b) Concrete bollards in the Centre parking lot are in a deteriorating state. City of Ottawa has been advised.
P Budd to Action
 - c) Parking lot: sweeping – will occur in the spring **P Budd to Action**
 - d) Refurbishing of Kitchen at the Community Centre – P Budd reported that the kitchen is on target. Big items have been selected.
Although the kitchen will be closed the microwave, coffee pot and fridge will be useable. The replacement appliance will be limited to the dishwasher. **P Budd to Action**
 - e) Banner – discussion on the location of the banner which would be used occasionally was discussed.
It was to be verified if signage of the Community Centre could be added to the cement sign at the front. **P Budd to Action**
 - f) Student Clean-up – Cleaners – there was a bit of a confusion with arrival time and lack of supervision by THCA. Also better instruments and gloves will have to be provided in the future.
 - g) KMC Workshop – attendance was poor.
A discussion regarding cleanliness by cleaners concluded more needed to be done.

- h) Promoting Nepean Trail through the Neighbourhood – K Eli's office was to be asked for assistance.
- i) Bulletin Board – A Deering was to request repairs to boards.

5. Reports:

5.1 Facility Manager – P. Budd reported -

Castors on table storage cart – replaced.

Xmas lights – down.

Light timer changed

Double roll toilet paper dispensers – to be installed.

Sinks in bathrooms – to be replaced with donated sinks & taps.

Grass work to be done.

Furnace was replaced.

Issues with renters – staying beyond time allotment, therefore, start time may have to be earlier.

5.2 Facility Scheduler Manager – P Budd reported –

Rentals are on track.

Decision – Modify Calendar so that it is more user friendly so it is planned to return to ID room colour.

5.3.1 Program Manager (Interior) – A Deering

1) New Horizon Senior Grant – a portion has been used specific to seniors.

2) Asia Heritage Initiative – well attended. G Kong, thank you.

3) Grant Request for 2020 – G Roderick to create info for grant in amount of \$1275 for Admin NROCRC.

Money to be used to pay \$150 to Mary Cooke, guest of Young at Hearts.

If \$\$\$ is not all used, it reverts back to the Federal Government, therefore, expenditures must be done in an effective manner.

A Deering advised that there was not much success in obtaining programs/courses at THCA from the City of Ottawa. It was suggested that K Vezina find out what would be of value for the Community Centre.

A Deering was to investigate several potential events that could be of benefit to the Community Centre, ie Tai Chi, Kickboxing.

5.3.2 Program Manager (Exterior) – M Mintenko

1) TBall and Soccer were moving along well but coaches were needed.

2) Tennis – if anyone is interested, contact M Mintenko.

3) Basketball – well attended enough to have a tournament.

Note: the position has been advertised but no response. Pays \$60pm.

*******A rink supervisor is required – November to March, stats to be completed, responsible for learn to skate and learn to play hockey programs. Pay \$5,000 per season.*******

5.4 Events Manager – M Mintenko

1) Arbor Day – good attendance. The monument is to be placed in the Medhurst Park.

2) Garage Sale signs were placed throughout the neighbourhood and it went well.

3) Corn Roast – to be Wednesday, September 4th.

5.5 Community Garden Manager – D Orozco

1) Phase 1 & Phase 2 – boxes almost all rented. It was decided that those who wanted a 2nd box would be able to rent it for half-price.

Stone dust was to be placed around boxes to eliminate weeds.

The Garden Workshop & EID were to occur together.

Lawn mower repaired.

2)Phase 3 – there will not be a phase 3 for now.

3)Volleyball, bike stand – G Kong reported that the bike rack was requested to be reinstalled and crooked metal post unbent.

5.6 **Promotion:** header for new bulletin board – ON HOLD

5.7 **Communications:**

1)Website – plans to have scheduling software ready for testing.

A SEARCH BAR is required on the website. **P Budd to action**

On June 26th, there was to be an event starting at 8pm for kids wherein accommodation would be free. In event of rain, the interior of the Community Centre would be required.

2)SC Newsletter – discussion on when the newsletter should be ready and distributed.

6.0 **Finances:** Budget vs actuals

To be reviewed by Managers. P Budd requested an additional \$300 and it was approved.

There was discussion about buying a marquis sign. More info to follow.

Adjournment: NEXT MEETING August 27th, 2019