



Tanglewood Park Community Centre (TPCC)
Management Committee Meeting Minutes
30 Woodfield Dr, Nepean, ON K2G 3Y5
Held August 18, 2020, 7:00PM, via Google Meet

In Attendance: G. Roderick, president; G. Kong, vice president; P. Budd, (Facilities Mgr & Facility Scheduler), N. Mintenko, (Events Mgr); A. Deering, (Promotion Mgr), M. House, THCA director
Absent: R. Ezema, (Program Mgr [Ext]), H. Ali (Outreach Co-ordinator), V .Keaney (secretary)

1. Approval of Agenda: Approved
2. Approval of TPCC June 2, 2020, Minutes: Approved & Posted thca.ca/news
3. Business Arising:
 - i. Community Centre re-opening: Counselling Group of 9 and a week Day Camp of 8 have occurred. A Church is returning this week using two rooms simultaneously for a total of 23 on Friday Ev & Sunday AM.
 - ii. While each group follows the CV19 protocol, D. Cornwell is doing the cleaning after each use.
 - iii. Insurance: General Civil Liability, Directors, Officers, Staff & Volunteer Insurance and Property Insurance are in place, backdated to June 1. It was necessary to amend our Respectful Interaction Policy to conform with the insurance expectation that we have a policy on ABUSE. Change made at the last Board meeting, and will be put in circulation in due course. Annual training session to be established.
 - iv. Business Liaison – M. House, when his family moves into our Neighbourhood at the end of October will take this on, together with environment stewardship.
 - v. Record Coordinator: Neighbour Amelia Combdon has been hired.
 - vi. Key Messages – Communication Committee recently affirmed our four messages. Regarding active lifestyle, our neighbourhood parks and the dozen facilities including the Centre are now open. Pathways well used. Promoted in our newsletter (SC).
 - vii. Clean-Up the Parks: The berm has been recently cleaned, the Brick and Rona are doing an only a fair job with their side of the berm. City's Parks Maintenance is doing a good job with keeping the ball courts clean. While we will not ask Christian Redeemer High School for help this autumn, the City will promote Clean-Up the Capital this fall, which was not run in the spring.
ACTION: Promotion
 - viii. All other business will be addressed under specific portfolios.

4. Portfolios:

1. Facilities Management - P Budd reported that
 - a) CV protocols are in place. Centre Cleaner hired at rate reflective of past practice.
 - b) Ball courts are being maintained in both parks
 - c) Curbs in Medhurst parking lot are [to be] replaced.
 - d) Medhurst Park's basketball nets were replaced by City's Park Maintenance.
 - e) Play structures are in use.
 - f) Progress with refurbished basketball court in Medhurst Park

2. Scheduler – P Budd reported that:

- a) City's portion of the Jan-to-June 2020 rental revenue (\$4,552) was remitted by mail to City portfolio manager Dale Johnson on July 09.
 - b) Re: renters who preferred a credit, P. Budd will speak to bookkeeper R. Seabrook as to what should be done given September 30th year-end.
 - c) Re rental refunds: all refund cheques have been issued.
 - d) Increase use of our Centre: Savita's Exercise, Young at Heart, Christian Fellowship, 2 Violin classes, Dance School, Tim Hortons, ICCC runs programs with 17 or less participants are probable. Other possibilities to be explored and BMI Medical and Girl Guides. It was further agreed that a birthday party could be approved for late September. A notice is being placed in the current issue of Staying Connected inviting inquiries. Must follow restrictions and pay for cleaning.
 - e) Can we imagine some programs being at the Centre and simultaneously on-line?
3. Manager of Events – N Mintenko reported that:
- a) Neighbours Day:- July 18 was advertised and held. Difficult to know how many participated.
 - b) Virtual Corn Roast:
 - i) City's Event Grant modified, and approved but
 - ii) Entertainers coming forward / being paid – Send to events@thca.ca before August 29
 - *More musicians, singers needed*
 - Monkey Rock
 - Ray's Reptiles
 - Violin piece
 - Neighbour George Kong to do three magic tricks.
 - Neighbour Carol Badenoch will give an example of how she makes pottery
 - G. Kong will give greeting from the Association, the Mayor, the Councillor to give greetings. These greetings will be mixed between talent
 - Niki will ask Agnes for Polish Dancers, an honorarium
 - Something done by someone speaking Arabic – ask Hanan
 - Campfire story by Guides
 - Walking tour of our community garden
 - Pet that can perform tricks
 - iii) Schedule will be posted on website, available to those who enroll.
 - iv) MC & Production: N. Mintenko will MC, Natacha Bines will do the two-hour production.
 - v) Prizes: Hard Stones, hoping to hear from A & W.
 - vi) Persons who enrol before Sept 4 will be eligible for six free ears of corn per household. Corn would be given out at the community centre. We have volunteers to do so.
 - vii) Enrollment Instruction is on line and in Staying Connected, in the Councillor's newsletter
 - viii) Promotion: Curbex, Blog, Facebook, A-frame at Esso, Councillor Egli's & NROCRC's newsletters, *and a direct email request* to pass it on to your neighbour.

ACTION: A Deering to speak with B> Rushton
 - ix) Expectations: Virtual attendance is hard to gauge.
Manordale is doing a drop-off food drive on Aug 22,23 and electronic drop off daily from Aug 20 to 23; and Trend-Arlington, in conjunction with the Arlington Woods Church, is doing a month-long scavenger hunt.
 - c)....Remember the Tornado Day: Sept 21 maybe Living Streaming
Stone had been picked up from the centre, and placed by a tree in the Medhurst Park
A pictorial reminisce of the park/neighbourhood before/after/now
Councillor Egli, G Kong and N. Mintenko in person.
Promotion: Curbex, website, Facebook, A frame at Esso, Councillor's Newsletter.

- d)...Recognition Day: Likely to be virtual
4. Manager of External Programs:— In R Ezema’s absence, it was noted:
 - a) Three Fridays on free soccer resulted in a decision to not proceed with paid soccer.
 - b) While the rink supervisor ad is in this issue of *Staying Connected* (SC), the logistics of the change room/bathrooms suggest a real challenge. ACTION: Speak with D. Dafniotis
 - c) Signs in both parks that THCA assumes no liability for the safe use of these facilities.
 5. Manager of Internal Programs: – N. Mintenko is in the acting position
 - a) Hatha Yoga Sept 17 to Nov 05 [Thursdays] from 7pm to 8pm, at the Center. No drop-ins. Could explore possible participation on-line. Registration info to our records co-ordinator.
 - b) on-line mini calendar of courses: continue its use.
 - c) things to do in Tanglewood-Hillsdale.
 - d) N. Mintenko attended the regular planning session for our neighbourhood with R. Awni, Z. Alali, H. Ali and others on August 14.
 6. Neighbourhood Outreach: H. Ali’s absence, it was noted
 - a) On Tuesdays 12:00 pm-2:00 pm for 8 weeks. Registration is linked to our records coordinator.
 - b) Volunteer certificate program continues.
 7. City programs at the Centre
 - D. Johnson, RCFS’s portfolio manager has indicated that K. Venema’s replacements had not yet been hired. He could not free up staff to attend our meeting.
 - City is prepared to assist us in finding instructors.
 - Mr. Johnson was to visit in April. Invitation to be extended to see our facilities and to meet with P. Budd and N. Mintenko. ACTION: G. Roderick, P. Budd & N. Mintenko
 8. Recognition Program

P. Budd reported on here’s effort to get gallery of photos up to date, both on the website and at the Centre. The former photographer is proving hard to reach.
 9. Coordinator of Neighbourhood Garden: A. Deering reported
 - a) Boxes fully subscribed
 - b) Compost for boxes, and access to hose water seems to have resulted in a good growing season.
 - c) Adherence to rules: Some renters do not strictly follow the rules (non-organic fertilizer). ACTION: Post Rules on Building in future years
 - d) Wasps had established a nest in the compost bin. One Strike was used to eradicate them. How long or harmful is the chemical product. Could it impact the compost used for next year’s boxes? ACTION: Consult Just Food:- Graeme
 10. NROCRC
 - a) Day Camp which was 1 wk was a success. Of the 8 children enrolled, half were from this neighbourhood.
 - b) NROCRC has receive \$30,000 for senior outreach funding, to be delivered in neighbourhood G. Kong is our lead hand in seeing this initiative gets implemented.
 - 11 Manager of Promotion – A. Deering reported:
 - a) New Bulletin Board – design comments were provided by A. Deering. Park Planners are awaiting approval from Hydro 1 before the contract will be tendered, and work begun in installation.
 - b) A. Deering experienced problem with Bulletin Board in Medhurst Park. Will contact P Madeira of the City’s Park Maintenance .
 - c) A-Frames: while \$ were approved at last meeting for a new frame, yet to be purchased. Check with Hawley Signs and Signarama if they have frames or can make suggestion of where. Curbex Media Ottawa, which is located in the same area of Nepean may also have suggestion. (Also need is a dedicatred A frame to be prepared and ready for overflow parking).
 - d) Next Curbex sign: late October. Mini-B is over \$400. Items placed there

- e) Bulletin Boards: A Deering reported only items with the THCA logo get placed in the boards. He is concerned that placing the 4 pages of SC would consume the entire space.
- f) Holders seem to work satisfactorily. Could be improved with Take One invitation.

5. Financial Picture

- a) the 3rd Quarter Statement has been received and approved.
- b) budget will need to be considered before our next scheduled meeting. Fiscal year end: Sept 30th

6. New Business/Emerging Issues

- a) Accessibility for Youth: identify a youth who could apply with closing date October
- b) Neighbourhood Improvement Grant: Early September
- c) Big tree fell ion Medhurst Park (Woodfield side) ACTION: G. Kong
- d) M. House's interest in Environmental protection and sustainability and G. Kong's role in matters of public space. ACTION: Will work together in future

7. Adjournment: Next meeting –Dec 01, though likely a special meeting to only deal with the budget

G. Roderick, recorder