



Tanglewood Park Community Centre
Management Committee Meeting
30 Woodfield Drive Ottawa
Draft Agenda
Dec 7th, 7:00 pm Zoom

1. Welcome
2. Approval of the Agenda
3. Approval of the Minutes of August 2021
4. Business Arising
 - Key Messages¹, Key Audiences²
 - All other business arising will be dealt with under portfolios
5. Portfolios:
 - 5.1 Facilities Management:
 - Centre
 - Additional Cleaning
 - Ventilation
 - 5.2 Scheduler
 - 5.3 Records Management
 - 5.4 Manager of Events
 - Corn Roast
 - Xmas party
 - 4.4 Management of External Programs
 - Rink
 - Carnivall
 - Learn To programs
 - 4.5 Coordinator Neighbourhood Garden
 - 4.6 Manager of Internal Programs
 - Young at Hearts Advisory Committee
 - Online
 - 4.6 Environment Stewardship (Tanglewood Park)
 - 4.7 Recognition Program
 - Pictures in the Centre
 - Certificates
 - Xmas Judging Contest
 - 4.8 NROCRC
 - CDF Maryam
 - 4.9 City Facilities and programs

¹ a) Active Lifestyle, b) Protective Service, c) Environmental Stewardship, and d) a 20 Minute Neighbourhood

² Key audiences:

650 under 15 yr. old, 645 15-25 yr. old, 2610 25-65 yr. olds 830 over 65 yr. olds
Families: 200 Single parents; 800 Two parents.
38 Local Businesses



4.10 Communications

thca. ca, thcadotca

SC Winter Issue

4.11 Manger of Promotions

Bulletin Boards

A frames

Facebook

4 Financial Picture:

Budget

TPCC Finances

5 New Business \Emerging Issues:

Xmas gathering

6 Adjournment: March 1 2021

7. Adjournment