



Tanglewood Park Community Centre
Management Committee Meeting
30 Woodfield Drive Ottawa
Minutes

June 07 7:00 pm Zoom

In Attendance: G Roderick, chair; C Sewell, treasurer; P Budd; M Mintenko, A Deering.

1. Welcome
2. Crystal Bernard departure and no replacement communicated.
3. Today's Agenda Approved
4. Minutes of March 1, 2022, Approved
5. Business Arising:
 - . All business arising will be dealt with under portfolios.
6. Portfolios:
 - 6.1 Facilities Management:
 - Generator Minor Capita Community Partner program - Application dates Sept 1 to March 1
 - Major Capita Community Partner programs - Application dates March 1
 - Cleaning contract: New contractor to take effect August 1, with current contractor in place until new contractor takes over.
 - Kiosk: While replacement still is possible through Marsh insurance, more likely to be repaired by the City.
 - Bathroom renovations 2023: Exact time yet to be established.
 - 6.2 Schedule:
 - Revenue: Bookings up, first 6-month payment to City to be made after June 30.
 - Room rates increase built in next budget year: Agreed
 - 6.3 Records Management:
 - Program records and their use: Need to ensure contact information is forwarded to Gordon.
 - Vulnerable persons: Identifying who should be included in our database remains a work -in-progress.
 - Availability of records in an emergency: Tabled to the Board and Communication
 - 6.4 Manager of Events/ Activity Committee:
 - Emergency Preparedness Day: Promoted in SC and on external Bulletin Boards.
 - Neighbors Day: Promoted in SC and on External Bulletin Boards.
 - July 1 Company of Fools: Promotion needed
 - Postponed Jubilee Day [July 28]: Governor General's message received Promotion would be needed.
 - 6.5 Management of External Programs
 - Tennis: Instruction occurring on our courts
 - Soccer: Registration, instructor, and support from Tim Hortons in place.
 - NRORC Day Camp: A camp in July for a week and a similar on in August.
 - 6.6 Neighbourhood Garden:
 - Condition of the boxes / Replacement: Need to determine cost and anticipate it for next year's budget.
 - Care of area surround each box: Responsibility of our gardeners, though we have a Lawn mover and hep from students from CWF.



6.7 Manager of Internal Programs:

- Young at Hearts' Advisory Committee: Meets quarterly to plan programs. Need volunteers to assist in planning and implications. .
- CPR Defibrillator (for our volunteers?)
- Online: remains useful.

6.8 Environment Stewardship: Taken over by Parks, Trails and Trees Task Group.

6.9 Recognition Program:

Pictures in the Centre and on line; Now current.

6.10 City programs:

Tabled to next meeting

6.11 Communications: Next meeting June 8

In context of May 21 storm, will review our tools including email addresses, thca. ca, and thcadotca

SC Summer Issue: on course for publication.

6.12 Manger of Promotions:

Bulletin Boards

A frames – letter obtained

Facebook

Display Shelf: Inventory

External Library- resident on Downsview willing to build.

Street library – bylaws

Card Holders in the external bulletin board

7.0 Financial Picture:

TPCC Finances - Much improved - \$30,447 T

8. New Business \Emerging Issues:

Open House during Corn Roast:

Agreed to do so.

9.. Adjournment: August 9, 2022

Graeme Roderick recorder