

Convent Glen – Orléans Wood Community Association
Board Meeting, June 10, 2019, 7:00 – 8:15 pm
Minutes

Attendees: Gary Bradshaw, Mireille Brownhill, Fran Childs, Karen Chow, Miranda Gray, Louise McLaren, Garth Williams

Regrets: Toby Bossert

1. Introductions

2. Agenda

- The agenda was amended, to add “Vision Zero” as a point of discussion under the “FCA Update,” and adopted by consensus.

3. Minutes

- **Motion:** Miranda moved, and Fran seconded, that the minutes of the meetings on April 8 and May 13, 2019, be circulated, amended and adopted electronically in the coming days. The motion was adopted by consensus.

4. President’s Report

- Gary reported on the following items:
 - **Newsletter sponsorship:** Councillor Luloff has offered to sponsor the next edition of the monthly newsletter. Members agreed that sponsorship should be set at \$75 per month. Mireille offered to prepare an invoice and Fran to prepare specifications for sponsors. Fran will contact the Councillor’s office.
 - **Tornado:** Members agreed that the City dealt well with the dangers and damage caused by the Tornado that touched down in Orléans on Sunday, June 2nd.
 - **Skateboard Park:** No news to report.

5. FCA Update

- Miranda reported on the following items:
 - **The FCA AGM** will be held on Wednesday, June 19th. Miranda will stand for election to the Board. The executive will present awards and begin planning for next year.
 - **Vision Zero Road Safety Plan:** Ottawa City Council will vote on a proposal to adopt the plan on Wednesday, June 12th. The plan introduces multiple measures to prevent fatalities and serious injuries involving road traffic. Councillor Luloff supports the plan, in principle, but does not want to allocate all of the funding provided by the Province to the initiative. **Motion:** Mireille moved, and Fran seconded, a motion that the CGOWCA Board write to express our support for the plan. The motion was adopted by consensus.
 - **The Company of Fools** will present “Romeo and Juliet” in Hiawatha Park in early July. They are looking for a volunteer to provide them with access to washroom facilities before and after the play. No date has been confirmed yet. Members agreed that a notice should be posted to the Facebook Group asking for a volunteer in the community.

6. Financials

- Mireille reported on the following items:
 - **Year End** (June 30, 2019): Mireille presented the year-end income statement with a projected balance of \$529.37 after accounting for the rink expenses and insurance premiums noted below. The Association will end the year with sufficient reserves to cover summer expenditures and provide a margin of safety should revenues decline.
 - **Rink expenses:** \$155 was approved, at the last meeting, to cover the remaining expenses associated with rink operations this year.

- **Motion:** Mireille moved, and Garth seconded, a motion approving \$1,029.52 for directors and officers, and commercial general liability insurance, under a community association plan. The motion was adopted by consensus.
- **Motion:** Miranda moved, and Mireille seconded, a motion approving up to \$1,000 for materials to increase community awareness of Association activities. The motion was adopted by consensus.
- **Motion:** Fran moved, and Gary seconded, a motion approving up to \$50 for Facebook advertising for the summer barbeque. The motion was adopted by consensus.

7. Communications

- Fran reported on the following items:
 - **Summer newsletter.** There will be one newsletter for July and August. It will feature “top 5” lists of summer activities in multiple categories and content from one of the “seniors’ webpages.”
 - **Newsletter:** The average number of times each month that the newsletter was opened increased from 100 in 2018 to 144 in 2019 (so far).
 - **Website advertising:** Members agreed that no political ads should be accepted during the 2019 federal election.

8. Event Planning

- **Summer Barbeque** (July 20th): Karen reported that she had prepared, and Gary had signed, a letter for potential sponsors. An electronic copy will be circulated to Board members. Event preparations were proceeding according to plan. **Motion:** Miranda moved, and Mireille seconded, a motion approving up to \$300 for expenses related to the Barbeque. The motion was adopted by consensus.
- **Yoga-in-the-Park:** Mireille reported that preparations were going well for eight yoga classes to be held in various local parks throughout the summer. **Motion:** Miranda moved, and Gary seconded, a motion approving up to \$200 for related expenses.

9. New Business

- **Walkability Study:** Mireille reported that, due to unforeseen circumstances, the training session for volunteers had been cancelled. It has not yet been rescheduled.
- **Rink volunteer position:** Garth will circulate a draft job description and related documents to the working group shortly.
- **Interprovincial Bridge:** Gary noted that there had been little activity following a meeting of concerned residents last month.

10. Forward Agenda Planning

- **Annual General Meeting** (September 23rd): Mireille reported that a suitable room had been reserved. Board members suggested inviting the Ottawa Riverkeeper and a representative from Ecology Ottawa to present at the meeting. Four current Board members’ positions will be up for renewal. All members will try to recruit new Board members over the summer. There will be no social event prior to the meeting.

11. Next Meeting

- September 9, 2019