

**Glebe Neighbourhood Activities Group (GNAG)**  
**Board Meeting April 20, 2016**  
**7 pm**

**Present:** Suzanne Joyale, John Richardson, Kate McCartney, Sarah Wilson, Geoff Kellow, Heather Irwin, Joanne Lennon, Brad Sigouin, Michel Ouellette; proxy to Kate McCartney from Clare Pearson, Nicole Allen, Cathy McCallion

**Regrets:** Heather Moncur, Mary Tsai

**1. Welcome. Quorum established.**

**2. Review/adopt agenda:**

Geoff Kellow, Suzanne Joyale

**3. Review/adopt minutes from meeting of March 23, 2016:**

Deferred until next meeting (while we have quorum for the meeting, we do not have quorum from March meeting attendees who can vote on the March minutes)

**4. Operational Overview**

*4.1 Chairperson's Report (Kate McCartney)*

- Constitution review
  - Initially the constitution was written like a co-op with defined members and non-members, where "Member" is a defined term in by laws and is based on geography. In a nutshell, you're available for nomination to the board only if you're a GNAG member and fall within a certain geographic boundary. Same for voting at the GMAG AGM. This is not ideal if a GNAG user who is outside of the neighbourhood wants to be a Member. Constitution review will seek to rectify the definition of membership.
- Pantry Update
  - A walk through for the tender coming out from the City of Ottawa for The Pantry space is set for next week. Health upgrade likely not needed if the offering is vegetarian. GNAG considering a bid as the space would be available during off-hours and space at the GCC is always useable. Business case to be developed.
- General update
  - Four grant applications submitted
- Nomination committee report
  - That time of year...GNAG board members asked to consider their role on the board for next year. Kate will follow up by e-mail.
- Complaint
  - Complaint received regarding the date of the summer dance which unfortunately coincided with Passover. GNAG staff member addressed the complaint and expressed GNAG's intent to strike a balance between cultural awareness and sensitivity and programming. Dates for the main hall are booked a year in advance and a last-minute change was not considered feasible in this instance.
- GNAG volunteer appreciation night
  - All board members are invited to attend the GNAG volunteer appreciation night on April 29<sup>th</sup>.

*4.2 Executive Director's Report (Kate for Mary)*

- OCRA/GCA funding (Ottawa Centre Refugee Action; Glebe Community Association)

- GCA approved 5K for the Community Development Fund for refugee programming subsidies.
- Unsure how many families will need to be served by GNAG.

#### 4.3 Treasurer's Report (Brad Sigouin)

- Legendware discussion
  - Legendware issues being looked into re the handling/processing of cancelling classes and how/where the money remains on credit and/or is applied to another program. Current method does not support a clean and easy financial audit – in fact makes it difficult.
  - Legendware is continuing to work on fixes and remains responsive.
  - The financial and reporting components of the system still present challenges and financial reporting is not smooth or efficient at this point.
  - Considering weekly meetings again to resolve issues.
- Brad presented the numbers. Of note:
  - Specialty Camps for summer 2015 = record high year
  - Reserve fund has increased significantly
  - While this year's summer school break (2016) has fewer weeks than last year's, there are more camps on offer
  - Childcare revenues are normal; preschool numbers are up; this led to a discussion about whether an increased number of spaces for preschoolers is the reason for higher numbers, or a noted increase in preschool-aged children in the neighbourhood based on a 2011 neighbourhood baby boom (similar to 2003 cohort – big, big cohort) is the reason.
  - Adult general numbers appear to be down but this is due to the reallocation of certain programming funds
  - Some revenues not yet included; numbers are not final

#### 4.4 Community Partners Report (Geoff Kellow)

- The GCA Health and Social Services committee is in touch with GNAG
- GCA organizing a "new neighbours" event for Lansdowne residents
- GCA bringing back third annual one-day heritage plaque event in the Glebe – the idea is that participating residents post a sign on their lawn during the Great Glebe Garage Sale that gives information on the history/architecture/previous homeowners

#### 4.5 Any Other Standing Committee Update

- Nothing this month but the following sidebar discussions were included in this month's meeting:
  - Discussion about the dances and increased popularity – fast ticket sell out; suggestion made that a security guard be hired to help with parking at pick up time
  - Board had a really long talk about the theatre production Chitty Chitty Bang Bang – the show was fantastic and well attended but not a sell out; discussion as to why that may be been as the show was so well put together;

### 5. Adjournment:

Geoff Kellow, Suzanne Joyale