

**Glebe Neighbourhood Activities Group (GNAG)**  
**Board Meeting January 15, 2014**  
**7 pm GCC**

**Present:** John Richardson, Clare Pearson, Nicole Allan, Geoff Kellow, Christy Oliver, Heather Irwin, Mary Tsai Davies, Kate McCartney, Cathy McCallion, Suzanne Joyal, Joanne Lennon

**Regrets:** Brad Sigouin, Michel Ouellette

**1. Quorum established.**

**2. Review/adopt agenda:**

Christy Oliver, Geoff Kellow

**3. Review/adopt minutes from meeting of October 16, 2013:**

Clare Pearson, John Richardson

**4. Operational Overview**

*4.1 Chairperson's Report (Kate McCartney)*

- Pantry update
  - Pantry space to be available for some programming and the dining room is drop-in space
  - In two years the space will go to tender
  - Pantry dining room furniture to be replaced over the summer and room repainted. Furniture, as per city guidelines, must be "moveable".
  - City has received a request under the Freedom of Information Act with respect to all correspondence, e-mails and documents about GNAG and the GCC, as well as anything involving Councilor David Chernushenko.
- CSR (customer service rep) update
  - Currently, full-time city staff close down the GCC. We have limited dollars for CSR hours. Last term the CSR role was cut back again and further cutbacks are likely. GNAG full-time staff will cover the difference and will work around hours as necessary to accommodate opening/closing as required.
  - Proposal that over time be paid when a group is here past CSR hours)
  - Proposal is to have CSRs gone around 5:30 pm when GNAG staff is here already; this will free up some CSR hours. Then, as a GNAG person is here anyway, the remaining CSR hours can be planned for better use when a GNAG staffer is not here for programming needs. Initially looking at 2 nights/week shared between seven full-time GNAG staff. Likely to start February 1<sup>st</sup>.
- Elevator update
  - The elevator (and its breakdowns) continues to be an issue. Breakdowns are frequent. GNAG met with several people for a feasibility study. The GCC elevator is classified as an "occasional use" elevator that is not mean for heavy and/or frequent use (not for catering equipment, for example). The elevator manufacturer is now defunct and it is becoming increasingly difficult to find city-approved maintenance; parts are difficult to source and ordering parts is especially time consuming.
  - There is room for a bigger shaft and the hope is that a new non-occasional-use elevator can be installed.
  - There have been issues recently with parents and relatives being unable to watch their children/family members (Snowflake Special); a renter had a relative unable to get to a wedding without the use of the elevator.

#### 4.2 Executive Director's Report (Mary Tsai)

- Outdoor rink registration
  - Everything rink related is GREAT! There was an early rink kick-off and it was well used throughout the Christmas break.
  - Money has come from GCA, GNAG community development fund, St. Jame's tennis club, city operating contributions, a sizeable anonymous donation, First Avenue Public School, Mutchmor Public School, Corpus Christi Catholic School.
  - All donations will be needed – the money will be spent!
  - Expenses: building materials and monitoring the rink are expensive. 5k in staffing so far.
  - Programming on the rink was delayed due to the weather (which as I type this, at the end of what is surely day 427,354 of frigid temperatures, seems like a sick joke...this line is also a test to see who is really reading this. ☺ )
  - All protective wood is working well so far.
- Winter program update
  - December registration was slow; a lot of last-minute registration took place in January; this unfortunately results in cancelled programs.
  - From a technology perspective, the registration ran very well.
  - Overall numbers were a bit lower, except dance which increased. This issue appears to be mostly with kids (after-school programs) and adults.
  - Q4 increased – more people taken on.
  - Notices have gone to local schools about hosting programs during school hours
  - Summer camp registration opens February 11<sup>th</sup>.
  - Spring/summer course registration opens in March.
- Glebe report update
  - Mary put together a proposal to the Glebe Report:
    - Much of the content is community announcement related.
    - \$4500 plus HST covers full-colour back page in all issues (11 annually).
    - Continue Mary's 800-word monthly column (no charge for this).
    - Three seasonal deliveries of program guide.
    - GNAG can seek sponsors to offset cost of the back page (a la "This month's back page brought to you by Metro).
    - Start in August.
    - Looking for a three-year commitment.

**BOARD MOVE FOR MARY'S GLEBE REPORT PROPOSAL: ALL YES.**

#### 4.3 Treasurer's Report (Mary for Brad)

- Our numbers are now at the half-way mark. A few notes, comparing last year to this year:
  - Preschool down slightly.
  - Youth down slightly.
  - Youth drop-in was down but is now back up.
  - Dance up.
  - Pottery up.
  - Adult general up.
  - Health and wellness down.
  - Theatre down because the big show isn't 'til this spring.
- Special events are now broken out individually.

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

- No updates – no December meetings to report on.

#### *4.5 Other Standing Committee Reports*

##### *Taste in the Glebe (Nicole):*

- All ready to go with 32 food booths and 11 wine/beer booth (six beer and five wine).
- Premiere sold out (long ago).

##### *Lobster Fest (Cathy)*

- Date moved as GNAG Lobster Fest has for many years clashed with several other community events.

### **5. Adjournment:**

Cathy McCallion, Nicole Allan