

Glebe Neighbourhood Activities Group (GNAG)
Board Meeting June 18, 2014
7 pm GCC

Present: Brad Sigouin, Mary Tsai, Suzanne Joyal, Michel Ouellette, Geoff Kellow, Heather Irwin, Kate McCartney, Joanne Lennon, John Richardson

Regrets: Cathy McCallion, Nicole Allen, Christy Oliver, Clare Pearson

1. Welcome. Quorum established.

2. Review/adopt agenda:

Geoff Kellow, Joanne Lennon

3. Review/adopt minutes from meeting of May 21, 2014:

Joanne Lennon, Geoff Kellow

4. Operational Overview

4.1 Chairperson's Report (Kate McCartney/Suzanne Joyal)

- Pantry Contract Update
 - The pantry contract was signed and highlighted in the Glebe Report
- Board nomination
 - Nominations for next year's GNAG board were circulated by e-mail and the same board will remain in place next year.
 - Official vote: Kate moves and all second.
- Survey and Strategic Planning Update
 - Survey tested by board and has gone out to GCC members; soliciting comments by age group and activity; results will feed into strategic plan; Geoff to send a doodle poll to select a fall strategic planning date suitable to all; we will consider asking the chair of the GCA to send the survey to her distribution list
 - Discussion of Canada's new anti-spam law (CASL) and if/how it will affect GNAG when it comes into force on July 1, 2014

4.2 Executive Director's Report (Mary Tsai)

- Q4 and Breakfast Club Lottery
 - There are 201 children between the two programs – ALL applicants received a spot this year; there are more spots available this year (and last year too) as the "vets" age group ran out of a different location
 - Updates on two items we discussed last meeting:
 - With the dance coordinator position being left open with the departure of our dance instructor, the position is proposed to be split between two existing programming coordinators and their portfolios will be increased. As such, Mary proposes a new compensation level for the coordinators who will be taking on the additional programming. The new compensation level follows the new human resources policy. In terms of adult dance programs, Paul and Mary will take on this programming.
 - Mary proposed and the board accepted unanimously Mary's recommendation of an appropriate pay increase for the two coordinators who will take on additional dance programming
 - Also discussed a proposed new salary level for the financial administrator, which was accepted unanimously by the board.

- Phase III Landscape (Raccoons)
 - The city approved community art project of raccoon sculptures to be created by Christopher Griffin is moving ahead. An art camp and a pottery camp will likely participate in the project. There will be three raccoons on the GCC lawn facing Third Avenue and one larger raccoon for the corner of Lyon and Second.
- Lansdowne Programming
 - Mary, Joanne, Kate and Suzanne went on a tour (by City) of several aspects of Lansdowne redevelopment project (horticulture building, canal side, Aberdeen Pavilion). In the Horticulture Building there will be a 3000 person hall, meeting area, kitchen, moveable door/wall, offices and commercial space. Outside the Horticulture building there will be a teaching garden. Aberdeen remains the same and will be used for events.
 - Coordination and rental of the spaces will be by the City Parks and Rec team.
 - GNAG members who toured the facility were very impressed with the City team who seem very interested in working with GNAG.
 - Also of note at the site: huge skating rink (seems to be bigger than the rink of dreams at City Hall), a toddler park, skateboard park, toboggan hill.
 - Old Ottawa South was at the same tour and GNAG is thinking that a combined approach with OOS re programming would be a good idea (some examples: recitals, Snow Flake sleigh rides). While there is no furniture, a POD could potentially be rented and stored onsite. The City also mentioned the potential for camp space – they were clearly keen to relationship build and work together.
 - Mary encourages the board to bring ideas forward (ie festivals) and the sooner the better.
 - GNAG agrees that keeping the GNAG presence up is important.
- *4.3 Treasurer's Report (Brad Sigouin)*

Brad presented the numbers with the following highlights:

 - Increase in preschool enrollment and increase in expenses (partially explained by Paul and Clare teaching some of the classes – no longer the case).
 - Overall forecast numbers vs actuals are quite good – strong projections.
 - Ongoing discussions ensue regarding how to best project programming – fine tuning this exercise. Take into consideration that some courses simply cost more to run than others.
 - Discussion that some fundraising money is going to:
 - Staff bonuses
 - Reserve fund
 - GCC maintenance
 - Discussion about the goal of fundraising, which is confirmed as being mainly designated for giving back to the community. Good point is raised that the recipients of staff bonuses are all major participants in the activities that bring in the fundraising dollars.
 - Brad notes that the restricted fund likely needs more money and that the accountant may have suggestions.
- *4.4 Community Partners Report (Geoff Kellow)*
 - GCA AGM
 - Geoff presented a blurb about GNAG at the AGM; the GNAG survey was mentioned; the Pantry changes were mentioned; note made that we may

want to connect with GCA in the coming months with respect to the traffic plan if we offer programming in the Lansdowne space.

- Paul Dewar and David Chernushenko both attended this AGM
- Paul Dewar mentioned the new light going in at Fifth and Queen Elizabeth
- 4.5 Standing Committee Reports
 - Online registration: Joanne had a meeting regarding website redesign – a proposal will be presented to GNAG. She also met with Dovercourt on their on-going switch (of their online registration) and it is likely too expensive for GNAG. Still considering that a website redesign and an online registration system can be built by different companies. OSCA is also booking some demos and invited GNAG. This seems to be a common topic with many communities at the moment.
 - ActiveNet (tool) seems to be a good tool (good time savings) but unsure yet of cost. Financial Administrator is looking to reduce out cost/transaction on VISA – this and other cost analysis elements may show that the current costs are not far off the cost of ActiveNet.
 - Last discussion: discussion of elevator and accessibility is with the City at the moment. This discussion reminded GNAG of the need to have the GCC added to a list for City maintenance (for things like storage needs, rug updates, play structure, paint).

5. Adjournment:

Brad Sigouin, John Richardson