



GNAG BOARD MEETING
Sept 20, 2017 7:30 p.m.

Present: Geoff Kellow, John Richardson, Brad Sigouin, Elspeth Tory, Mary Tsai, Liz Izaguirre, Suzanne Joyal, Clare Pearson, Sarah Wilson, Dominique Milne, Kellylee Evans, Kate Weider
Regrets: Heather Irwin, Michel Ouellette, Cathy McCallion, Heather Moncur

1. Welcome. Quorum established

2. Adopt Agenda

The agenda was adopted
(Suzanne Joyal/Clare Pearson) Carried

3. Approval of Minutes

The minutes from the previous meeting of May 17th, were approved with the following changes: the title of "The Element" school should be capitalized, and mention that it's a school to avoid confusion.
(Clare Pearson/John Richardson) Carried

4. Operational Overview

Chairperson's Report (Kate):

AGM and Nomination 2017-2018

- **MOTION:** *Be it resolved that the following listed individuals be put forward as Officers, Directors and Non-voting members of the Board of Directors of the Glebe Neighbourhood Activities Group for the 2017-2018 years:*

<p>Officers: Co-chair: Michel Ouellette Co-chair: Kate McCartney Treasurer: Brag Sigouin Secretary: Elspeth Tory</p>	<p>Directors: John Richardson Geoff Kellow Clare Pearson Cathy McCallion Heather Moncur Liz Izaguirre Sarah Wilson Kellylee Evans (new) Dominique Milne (new)</p>
<p>Non-Voting Members: Mary Tsai Heather Irwin</p>	

Motion carried

Executive Director's Report (Mary)

- The CDF (community development fund) used to be our renovation fund. Once all upgrades were completed, we turned the leftover money into the CDF. It has three purposes: financial assistance; new initiatives/projects/outreach; capital expenses (eg gcCafe upgrading, kitchens downstairs, parking lot on Lyon).
- **MOTION (Brad Sigouin/Geoff Kellow)** : *Be it resolved that \$30,000 be taken from the CDF to fund for:*
 - *subsidies, kinder Q4 program upgrades*
 - *Integration support program*
 - *matching funds for multicultural grant (programs in Glebe high school, leadership experience for women/job experience);*
 - *The lego project and installation (BMO has sponsored \$600 towards the project, which will go under the stairs)*
 - *TV screens instead of whiteboards in the main entrance, general office upgrades (information access centre)*

Motion Carried

- **Summer Camp Update**
 - 250/350 kids per week on average. Still finalising revenue but brought in \$815K, which is a little lower than last year. A few camps had to be canceled or amalgamated. Staff were phenomenal, all around great team.
- **Fall Programs**
 - Numbers are good. Art classes are very popular (some concern over whether there were too many people in certain classes, not good enough ratio). Brought in revenue of \$185K, a bit lower than last year.
- **Salaries:**
 - In the middle of our performance review with full time staff after which there are allowances for percentage increases. Overall average percentage increase would be %2, or a \$14K increase in total. Minimum wage is going up as well but Mary has already accounted for this so that the change is more gradual. Since we hire a number of students, it will force changes in program prices.
- **Legend vs E-register:**
 - Still having some bugs with Legend and working with both companies. The House Tour had ticketing issues. Question of whether we should consider using an external service like EventBrite for one-off events, or invest in carrier pigeons to deliver tickets directly to customers.

5. Treasurer's Report (Brad)

- Brad went through our 2016-2017 end of year financials. On the first page there was some money that was misclassified, now fixed. \$58K for the restricted fund. 25% in surplus goes back into restricted fund. \$114K in community fund, still need clarification.
- Bank charges are for all of the Visa transactions
- We are down about \$18,000 but one of the big expenses was the cafe this year, as well as e-register; also Bell departure fee, some classes weren't full. We overpaid on GST by about \$2500. Salaries increased. All programs needed to be adjusted.
- We do not have any upcoming surprises (Mary is already on top of the minimum wage adjustments).

- gcCafe: it's essentially a restaurant, but we ran a lunch program during the summer. The coffee cart was very popular.
- The final numbers for the financials can't be approved at the moment, so will need to be sent/approved via email.
- A thank you to Pete for doing such an excellent job at organizing the financial reporting, making it much easier to follow.

6. Any other Standing Committee Reports

- **Lansdowne community working group:** streets that are getting different parking designations. Should we implement limited parking times outside GNAG? Grey cup is coming up - all of lansdowne will be grey cup. Do we want to have a tailgate party fundraiser?
- We could have used some of the GNAG space for Marvest, something to think about for next year
- **GCA 50th anniversary party** coming up on September 30th
- The GCA has raised the idea of having a skating rink at Sylvia Holden Park
- **House Tour:** very successful, raising \$11,500. Thank you to organizers and all the volunteers!
- **CCEYA Update (Liz):** We're licenced! New board members need to get police record checks.

6. Motion to adjourn:

- *(Kate Weider)/ Clare Pearson* Carried