



**GNAG Board Meeting, Wednesday October 20, 2021 at 8:00pm**

**Present:** Elizabeth Izaguirre, Elspeth Tory, Christie McAllister, Kate McCartney, Sheri Segal Glick, Mary Tsai, John Richardson, Sarah Wilson, Geoff Gross, Dominique Milne, James Meloche, Pascale Pergant

**Regrets:** Kellylee Evans, Heather Moncur

**Welcome**

*Quorum established*

**Review / Adopt agenda**

*(Dominique / Liz)*

**Review / Adopt minutes from previous meeting**

*( Kate / James)*

**Chairperson's Report (Elspeth)**

**New Subcommittees**

- Sponsorship committee - do you like finding sponsors? Do you have time to find businesses who have money to donate? Sponsors that can help with events - good opportunities for visibility like at Trivia Night. Let Mary and Elspeth know if you're interested.
- Marketing and Branding committee, actively promote ourselves to specific groups in community
- Community Liaison rep needed now that Geoff has retired from board
  - Reading glebe report
  - Checking over GCA reports
  - Talking to BIA
  - Reporting back if there's something in community happening
  - Fun neighbourhood rumours/anecdotes welcome
  - **James Meloche has volunteered.**

## **Executive Director's Report (Mary)**

### **Upcoming Events**

- Sunday Oct 24th - **Haunted House party** (most popular part of past holidays)
  - Fun house for younger kids (120 tickets to date),
  - Haunted house for older kids (100 tickets sold to date)
  - 15 min timeslot, 15 min walkthrough, \$15 ticket
  
- Nov 20-21 & 27-28 - **Craft Show**
  - new 2 weekend event because we have to limit number of guests
  - board member volunteers available?
  - 25 vendors unless the Government announces changes to capacity limits (usually have 50, and we have over 130 applicants)
  - Same vendors each weekend? Check with Clare
  - we earn money through table rentals and through raffle (donated items from vendors for basket)
  
- Nov 19 **Online Trivia Night**,
  - starring The Gold Jacket Boys, Brad and Geoff.
  - Sponsorship would be very welcome here!
  - Sheri & Elspeth writing trivia questions
  
- Winter events - hoping for a live trivia event, some kind of Taste of the Glebe event. Just dependant on capacity allowances in the new year.
  - Valentine's Trivia - date night! Dress up like a famous couple! Hoping we'll be allowed 100 people by then.

### **Fall programming**

- Going well, split the programming into two mini sessions, vs a 13 week long season.
- Adult programs are proceeding very well, enrollment is high.
  - highest number of theatre classes in Ottawa!
- Budget projections \$30,000 more in gross revenue than originally projected. Still have to do expenses, but still, this is optimistic!
- Board members get a free adult program to try what is offered, also those who have children, you get priority registration.
- 85% of fitness classes are now hybrid
- Please send suggestions, we don't know unless we try! If you hear that people are looking for particular activities, let us know (Sheri requested return of language classes, Elspeth wreath making)

### **Emergency Rent Subsidy**

- Back in June when we looked at expanding, we got the First ave studio, thought we could apply for subsidy.
- Unfortunately we don't apply as the subsidy is for assistance with a space that you've already been renting, not for people who are expanding
- It was about \$10K in subsidy so not a huge amount but we have to incur 100% of the rent.

#### **Clarification from AGM discussion**

- In the past we had hired a Human Resources consultant to review salaries of staff.
- They looked at like-organizations in comparison to ours.
- City of Ottawa has a rec department like ours, but they have very different budgets.
- Where there was confusion in AGM was that the staff were actually now paid at the municipal level of the Rec department. But that's like comparing apples and oranges. Everyone feels like salaries are fair and competitive in comparison to other like-organizations.
- If it was mentioned in minutes then we need to make a note of that correction. Or state in these minutes that we did a review. \*Pascale will verify and edit minutes if necessary, just waiting on AGM minutes.

#### **Conservative Budget for this year**

- We're anticipating a net deficit of \$235K because of the absence of a wage subsidy, if things stay the way we've projected on a conservative level.
- \$376K through various fundraising resources that we have on hand
- Restricted fund (not to be touched, just for emergencies)
- The big drops in revenue are due to drops in Q4 and restricted numbers in camps.
- Growth is moving in the right direction. We were at \$ 2.2mil before Covid, dropped to \$500,000 during the shutdown, and now we're at \$1.2mil
- Limited by capacity regulations, but waiting for an announcement from the Province to know what capacity changes will be allowed.
- Feeling optimistic but needing to be realistic as well.
- After school program will need a full review because needs will be different. Part time options might be needed, as more people work from home.
- James - Renovation projects in the future? Answer: on hold for now.

#### **Treasurer's Report (Christine)**

- The deficit might give us all pause but we're in a good situation for now and if need be we can start to dig into those support funds.
- Budget is reasonable as we're still in a situation of flux.
- From a board perspective we need to be mindful of the numbers, but make sure we're on track and keep an eye on the deficit number as we move along.
- Be prepared that we may have difficult decisions in the future.
- We're fortunate that we have the CDF fund that can be used if we have to.

- We can make adjustments as we know more about the new normal and how that will impact us.
- Kate: these projections allow us to ensure we're keeping our core staff as we have done throughout Covid.

#### **Standing Committee Reports (Kate)**

- City of Ottawa Service Agreement - oversees the fact that we provide services on City's behalf. At GNAG they run event rentals and we run everything else. Last major overhaul was 2 years ago, and we just renewed it last year to avoid renegotiations during covid. City doesn't want to renegotiate right now.
- Will move to a 3 year term, that will then have 2 auto renewals.
- We can stay with the status quo for 5 years.
- Good agreement, has worked out well, everything is clear as to sharing the space and timing. All parties are happy with it. If at any point in 3 years there's some reason to renegotiate, that's always on the table.
- Mary: Kate has worked for 15 years to get this agreement to the place it's at now so that it's a win-win for both GNAG and City.

#### **Additional Announcement (Mary)**

- Last year as Executive Director. It's time to wrap it up, and I want to see it to the other side.
- I've given myself a deadline for Sept 2022 to retire.
- This is the best job anyone could ever have and I've been really blessed to have it. And a big part of that is down to you all.

#### **Elsbeth**

- Thank you Mary! It's going to be an interesting year and an exciting transition for you.
- A hiring committee will be struck - more to be discussed in near future.

**Next meeting Wednesday, November 17 at 8pm**

**Motion to Adjourn**

*(Dominique / Sheri)*