

Minutes of Meeting (Revised)

Riverview Park Community Association

Wednesday, Dec. 9, 2009
Dempsey Community Centre (7-9 p.m.)

Present: Kris Nanda, Janina Nickus, Karin Keyes Endemann, Nadine Chamorel, Chris Mark, Carole Moulton, Peter Schmolka * (Total 7)

* See under new business re motion made to accept Carole & Peter as a new board members.

Absent: Sue Vye, Bruce Aho, Nazish Ahmad (3)

Executive Meeting

1. Karin called the meeting to order at 7:05 p.m.
2. Approval of agenda. Moved by Kris, seconded by Chris.
3. Approval of previous minutes with minor changes suggested by Kris re Nov. 3/09 meeting.
Sue moved that the previous minutes be approved, seconded by Kris. All present agreed.
Note: as we do not/may not have quorum, board members not present will vote "secretarially" via email: vote by "Yes" reply. We discussed needing to have quorum at board meetings. Mentioned motions, etc. having tentative approval subject to ratification.
Action Items from the minutes: we need to solicit business re getting discounts for RPCA members, then list them on our website/blog. Kris moved that we approach local merchants/businesses to give discounts/special offers to RPCA members.

4. Committee reports

(i) Communications Committee – Karin is filing in as there is no chair/committee at this time. Karin has sent us an email reminding us that we need content for the website/blog. Appears that our former website may still be running/ is still accessible instead of linking to the new site. We still need someone to update the site. Karin to follow up with Kevhosting.

(ii) Planning & Development (P & D)

See notes from Kris Nanda attached in a separate document.

- discussed having a traffic light at Neighbourhood Way/Industrial Ave.

Action Items from those notes: (1) Kris to draft letter for Karin to send to Peter Hume asking for clarification of his position on the Hospital Link of the Alta Vista Transportation Corridor since there have been conflicting views/statements (example; is it a stand alone just for the Hospital or does Peter view it as Phase I of a larger piece? There has been confusion in the past).

(2) Kris to draft a letter asking the City to plow the pathway between Hurdman Station and Lees.

(iii) Parks, Recreation and Environment – trees have been planted in Balena Park by the City. Date for Balena Skating Party set for Sunday Jan. 31, 2010. \$50 required for fire permit that Boy Scouts will make/maintain. We're considering holding a tobogganing event on Family Day holiday in February. Chris suggested that the RPCA give their pamphlets to Neighbourhood Watch block captains to give out to newcomers to the neighbourhood. Agreed. Committee is trying to get garbage cans placed at/near bus stops on Coronation. Is pathway from Coronation into Metro lot the official pathway for us to Trainyards?

We discussed the committee's suggestion for a website suggestion box. Decided it would be too much trouble to respond/monitor. Karin advised that the public could write to the blog.

(iv) Treasurer's report – Karin gave a report in Bruce's absence. Bruce has reconciled all the amounts credited/deposited except for one cheque issued by us May 27/09 for \$113.81; not sure who it was issued to or for what. Chris thinks it may be for expenses re spring clean-up at Coronation Park re pizza, drinks for Blair Court children. Karin located \$300 payment from Peter Hume (re the 10 Fall Social tickets he bought) in our PO mailbox

at Shoppers. Also, \$145 has been reimbursed to the Riverview Park Review (RPR) newspaper (re cheque that was received by us & deposited in error.) As it will cost us for each cheque the RPCA writes, we will use petty cash to reimburse smaller amounts for expenses. Cheque # 901 made out to cash for RPCA in amount of \$200 for petty cash. \$30 of that petty cash will be given to Orrin Clayton to reimburse him for gift of his Riverview Park History book (\$30) given as a gift to our guest speaker at the AGM. Cheque # 902 made out to Aon Reed Stenhouse Inc. for \$25.68 re GST portion of Director's liability insurance that we paid last month. We forgot to include GST in that payment. Karin made a motion that the treasurer will have/maintain petty cash of \$200 to pay small amounts in cash re expenses instead of writing cheques; seconded by Nadine. All present agreed.

- John Neale will audit the books & records of the association (as he volunteered as per the AGM)

Action Item: Karin will email Bruce to get the books and records together to be audited by John Neale.

5. Carolling Event

- Ads have been placed in Vistas and RPR newspapers re event for Saturday, Dec. 19 from 6:30- 8:00 p.m.

Tree/lights taken care of by Cancer Association; Peter Hume's office will donate hot chocolate for 100 people, Nazish bought 100 white candles, we've invited the Girl Guides/Scouts. Louise Comerton contacted the Immaculate Heart of Mary Church choir and about 13 of them will attend the event and lead the singing. Nadine will pick up some Xmas song sheets from the Ottawa Citizen as they publish a pamphlet/booklets of songs. Karin handed out flyers to advertise the event. These need to be placed in local businesses and in the neighbourhood. Bill Fairbairn to take pictures at the event.

Action Item: Chris will check getting buttons "RPCA Volunteer" for us after Xmas.

6. New Business: Two new people have volunteered to join us as board members- Carole Moulton and Peter Schmolka (both former board members). Chris made a motion to add Carole and Peter as new directors to the board; seconded by Nadine. All present agreed.

- we discussed whether or not to maintain the PO mailbox at Shoppers. Cost of \$132/year not really worth the expense for so little mail (only one letter received -\$300 cheque from Peter Hume). Chris moved to cancel the mailbox; seconded by Nadine. All present agreed. Karin to close the mailbox.

Discussed role for Karin- discussed the board having more fun/less stodgy. More balance between business and fun events. Karin suggested she could meet with other community associations Presidents to build links (Faircrest, Alta Vista, Canterbury, Old Ottawa South, etc.) This was well received and the Directors encouraged this initiative.

Karin reminded us that there are various City Grants available that we could consider applying for. We should look at these on the City's website.

7. Adjournment – Meeting adjourned at about 9:00 p.m.

Next board meeting - Wednesday, January 13, 2010 (7 p.m. at Dempsey)

Minutes prepared by Janina Nickus

January 10, 2010