Community Activities Group (CAG) Board of Directors MINUTES OF MEETING — FEBRUARY 26, 2019 — Old Town Hall

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Present

Camrose Burdon, Secretary
Lynne Byford, Treasurer
Tina Raymond, Co-Chair and Communications
Don Stephenson, Chair
Carol Workun, Executive Director

Meeting called to order - 7:15 pm

The agenda was approved - Lynne / Tina

The minutes of the meeting of December 10, 2018 were approved – Tina / Don

Executive Director's (ED) Report

- Registration numbers for camp and after school have been satisfactory or better. Fall registration exceeded expectations and winter registration was set to do likewise.
- We are no longer receiving registrations from Lady Evelyn School families for our Old Town Hall after-school program. Enrolment at the school has decreased, and that may help to explain why. Furthermore excellent in-school daycare is available right at Lady Evelyn and families probably prefer to take advantage of the convenience it offers.
- Payroll was processed successfully through the new system in January. Lynne and Carol will meet to determine how to do authorizations in the system.
- Volunteer recruitment was adequate for the very successful Winter Party. The Valentine Skate, however, had to be cancelled because of a shortage of volunteers. Following the cancellation a number of community members pledged to get more involved in the future.

YTD Financial Reports

- Lynne reported that we are in good shape, with impressive registrations for new programs, and
 despite a little decline in after-school program registrations. Carol mentioned early indications that
 registration in the latter will be full or close to full by next year and at worst there should be no
 decline.
- Discussion:
 - The increase in fall and winter registrations is seen largely as a response to the introduction of new programs but an increase in the community's population could also be a factor.
 - There is no indication that the fee increase is an issue. It is part of the strategy to balance out the income from different sources and not rely too much on after-school programs and summer camp.
 - Rentals are down due to more limited availability, with more space being used for programs now.

Events & Volunteers

Discussion about whether the Valentine Skate should be repeated

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- Historically the Skate, unlike the Winter Party, was a one-off event that ended up being repeated; it has never had the status of annual event that should be expected every year.
- o If it were to be repeated we would want to consider whether it conflicts with, or rather could complement, Winterlude activities in the city.
- o For now we will concentrate on the Winter Party.
- Carol has applied for TD Parks Event Funding that may partially fund the Fall Festival. The City will not be funding it this year. The application to TD also covers two barbeques including entertainment

Ward Council Report

- Tina attended the first meeting of the newly revived Ward Council. Common interests among the neighbourhoods dominated the agenda: traffic, roads, facilities.
- Alta Vista residents within the ward are interested in learning more about Brantwood Park with a view to creating something similar in their community.
- A community centre, gym and community housing were identified as OOE's priority issues.
- There was mention of a potential change in property of the French Catholic school board at 88 Main Street.
- Tina advised that we stay informed but not go to every meeting.

Facilities update

Don confirmed with Dan Chenier, Ottawa General Manager for Recreation, Cultural and Facility
Services, that the Deschatelets concept is not dead – contrary to a comment reportedly made by a
Regional representative at the OECA monthly meeting in February. Councillor Menard is tracking the
issue.

Minutes of the CAG Board of Directors meeting October 3, 2018 were signed. Minutes of the Board's December 10, 2018 meeting were signed after the meeting.

The meeting adjourned 8:25 p.m.