

RSCA Meeting Minutes - Aug 18, 2022

Chair: Tamara Lewis, President

Attendees: Tamara Lewis, Kevin McGowan, Lesia Gilbert, Lynn Vanasse, Andrew Latty, Alexander, Sacha Saroop

Regrets: Atif Rashid,

Minutes

Item	Details	Motion
1	Call to order & Welcome Attendees: Tamara Lewis (2 min)	
2	Adoption of the Agenda: Tamara Lewis (2 min)	Moved: Lynn Vanasse Seconded: Lesia Gilbert Carried: Yes
3	Approval of June 1, 2022 Meeting Minutes: Tamara Lewis (1 min)	Moved: Andrew Latty Seconded: Alex Coakley Carried: Yes
4	Treasurer's Report: Atif Rashid (5 min) Atif Rashid not in attendance.	N/A
5	Events: Lesia (5 min) Movie in the Park Date: Saturday, September 10, 2022 Claudette Cain Park - We have an account with a movie company to determine what our movie options are and Lesia will provide a few options that can be voted on. Adult but child friendly movie to accommodate teens and families without kids. See if Shoppers Drug Mart would donate food & drink items to sell from the club house. <i>Budget:</i> Approx \$3500 (approved, moved by all attendees) - Sound & screen equipment, movie cost, park rental fee, pizza for volunteers Christmas Events planning <i>Sleigh Ride - December 3, 2022</i> Lesia will reach out to local church for Christmas carols or we could just play music. Sleigh ride Budget will need to include sleighs, hot chocolate	Moved: Lynn Vanasse Seconded: Lesia Gilbert Carried: Yes

	<p>& water, rental of community centre, pizza for volunteers, and new signage.</p> <p><i>Christmas Parade (Toy Mountain) - November 26, 2022 (Noon)</i> We will need businesses to join parade and it will be free for them to participate. Will be advertised via Facebook, newsletter and Andrew can reach out to local businesses. We will need to get permission from the City & Ottawa Police for barricades. Lesia will contact Ottawa Fire to see if they will bring out the old fire truck. Route from St Jerome along Bernard Grand-Maitre. We will require ~40 volunteers to man the street barricades and at least one adult along barricades across Spratt. Email will be sent out to start gathering volunteers. Depending on how many volunteers we get from the email list, Alexander can also reach out to StFx for additional volunteers. We will send a <i>save the date</i> to the MP and MPP.</p> <p>Budget will need to include: Decorations for the truck, candy canes to hand out, new signage <i>Budget: \$4500 (approved and moved by all attendees)</i></p> <p>Canada Day 2023 Budget Canada Day planning starts a year in advance and will need a budget approval if we use the 2019 budget figures. Preliminary budget of \$25,000 - \$30,000 if we have similar activity and offerings and get similar sponsorships. Moved by Lesia, Seconded by Tamara, vote supported by all attendees) We will work on sponsorship letter drafting in January/February.</p> <p><i>Other:</i> Fall activity: Pumpkin patch, carving contest - Andrew wants to sponsor</p>	<p>Moved: Lesia Seconded: Tamara Carried: Yes</p>
<p>6</p>	<p>Local Businesses & Sponsorships: Andrew Latty (5 min)</p> <p>Spoke to small business owners about how they are doing and the communities upcoming events - all seem to be doing well. There are new businesses starting in the neighbourhood Andrew, Realtor in the neighbourhood, would like to sponsor for events (Movie in the Park & Pumpkin Patch)</p> <p>YIG new owner will be starting in November (Lesia reached out and spoke to them)</p>	
<p>7</p>	<p>Communications: Lynn Vanasse (5 min) Newsletter Items, etc.</p> <p>Lynn will send out updates once we've confirmed dates for the community events.</p>	

8	<p>Volunteers Update: Alexander Coakley (5 min)</p> <p>Discussed during item #5</p>	
9	<p>New Business:</p> <p>Cleaning the Capital Fall campaign Registration is until September 30th. Will confirm a date once we figure out the Movie in the Park date.</p> <p>Badminton update Robert Ding will be taking the lead on this activity. We will be promoting by posting on social media and the website.</p> <p>AGM planning Potential date: Oct 20, 2022 Lesia will contact the community centre to see if we can use one of their rooms. Sacha, Alexander, Andrew, Lesia, Lynn will continue in current roles for another year. Kevin will likely step down. Tamara to check with Atif. Will start a search for new VP</p> <p>Webmaster position Tamara will check with Paul</p> <p>Open to Floor</p>	
10	<p>Adjournment</p>	<p>Moved: Kevin Seconded: Lesia Carried: Yes</p>

Next Board of Directors Meeting: Thursday, September 15, 2022 – Location TBD

RSCA Board of Directors 2021-2022

President: Tamara Lewis
Vice-President: Kevin McGowan
Treasurer: Atif Rashid
Secretary: Sacha Saroop
Director, Communications: Lynn Vanasse
Director, Events: Lesia Gilbert
Director, Local Businesses & Sponsorships: Andrew Latty
Director, Volunteers: Alexander Coakley