



## Monthly Meeting

**Date:** 18 November 2021 7:30-9:00pm

**Location:** Zoom Meeting

**Chair:** Tamara Lewis, President

**Secretary:** Sacha Saroop

**Present:** Tamara Lewis, Lesia Gilbert, Lynn Vanasse, Paul Brun, Alexander Coakley, Kevin McGowan, Sacha Saroop

**Absent:** Atif Rashid, Andrew Latty

## Minutes

Item	Details	Motion
1	<b>Call to order &amp; Welcome Attendees:</b> Tamara Lewis (2 min)	
2	<b>Adoption of the Agenda:</b> Tamara Lewis (1 min)	Moved: Lesia Seconded: Lynn Carried: Yes
3	<b>Approval of September 16, 2021 Meeting Minutes:</b> Tamara Lewis (1 min)	Moved: Lesia Seconded: Alex Carried: Yes
4	<b>Treasurer's Report:</b> Atif Rashid (5 min)  Atif not in attendance	
5	<b>Events:</b> Toy Mountain Drive & Christmas Lights Tour Lesia Gilbert (10 mins)  <b>Toy Mountain</b> will be December 11, 2021 10am - 12pm @ Moncion's parking lot.  The plan is to use the same format as last year. Promoting Toy Mountain 1-2 weeks beforehand. Toys will be collected from 10am-12pm and brought to Toy Mountain afterwards. Alex Coakley will get ~10-15 volunteers to help direct traffic,	

	<p>attract shoppers from Moncions, and collect toys. A total of 3 hours will be required to account for 30 minutes of set up and take down time. Lesia will get candy canes as thank yous from either Shoppers or Moncion's</p> <p>Budget: Under \$500 (signs, candy canes, posters, hot chocolate for volunteers, bluetooth sound system for music)</p> <p><b>Christmas lights tour</b> Planning underway. Lesia to check in with Moncions about gift cards.</p>	
6	<p><b>Local Businesses &amp; Sponsorships:</b> Andrew Latty (5 min)</p> <p>Andrew not in attendance</p>	
7	<p><b>Communications:</b> Newsletter Items, Christmas Events, Etc. Lynn Vanasse (5 min)</p> <p>Next newsletter to include: promoting Toy Mountain &amp; Christmas lights tour, Neighbourhood Watch, and coyotes. Lesia will find out if Moncions will donate gift cards and we can include that in the newsletter.</p>	December 4th
8	<p><b>Volunteers Update:</b> Alexander Coakley</p> <p>Alex will be building the volunteer group for Toy Mountain. Important to highlight that this event will be outdoors so people will need to dress accordingly. Suggestion to use Sign up Genius to manage volunteer sign up and reminders.</p>	
9	<p><b>New Business:</b></p> <p><b>Neighbourhood Watch Update (Kevin):</b></p> <p>Graham Irvine has taken on the role as community coordinator with this program. Kevin is keeping track of people that have reached out to be block captains. Kevin will keep communications going to ensure program momentum remains. We are at about 40 people.</p> <p>Schools update: Kevin &amp; Lynn met with school principals regarding neighbourhood watch program and vandalism issues. Kevin will be following up on November 19 to ensure the Neighbourhood watch program is included in school newsletters to hopefully increase visibility and volunteers. Kevin will be connecting with a successful neighbourhood watch program in another neighbourhood to see what they do well.</p>	

	<p>OCDSB Trustee Jennifer Jennekens will revisit the conversation that police cannot go on school property at their next meeting.</p> <p>A stand alone webpage will be added to the RSCA website about the Neighbourhood Watch program and how to sign up as a volunteer or block captain.</p> <p><b>New RSCA Zoom account (Paul)</b> Paul has made it easier to click into zoom meetings and Google calendar access. We all have access to the same account so there may be access issues if anyone is scheduling meetings at the same time. We now have access to Gsuite due to a TechSoup discount once they confirmed our non-profit status.</p> <p><b>Post-Covid Celebration (Kevin)</b> Start to think about what a post-covid celebrations could look like. Potentially host neighbourhood parties in community parks.</p> <p><b>Communication Channels for Exec Team (Kevin)</b> For quick feedback on posts, or how to handle an issue - Facebook Messenger. For any important or larger discussions, they will be done via email.</p> <p><b>Open to Floor</b> We still do not have access to the community centre mailbox. Lesia will reach out to Tanya Connelly to see if they would have access to the original mailbox. We have now rented a new mailbox and have been receiving mail there.</p> <p>City of Ottawa listing of point of contact for community associations show an old RSCA president. Tamara will contact City to get that updated.</p> <p><b>City rinks</b> - Alex to reach out to volunteers. Rinks leads are needed at Spratt and Mountain Meadows rinks. Rink leads and volunteers must be vaccinated due to City bylaw. Tamara will ask for guidance from Carole Anne Meehan and cc David to see how to get larger, more visible, and semi-permanent signs that state rink rules (i.e. no hockey on puddle rinks, etc).</p> <p>Lynn to send AGM meetings notes to Tamara. Tamara will switch RSCA bank account contact to Kevin McGowan. Tamara to get credit card for the account.</p> <p>Christmas holiday meet up December 16 @ 7pm, for board members at Broadways or Gabriels. Will confirm the location closer to.</p>	
11	<b>Adjournment</b>	Moved: Lynn Seconded: Lesia Carried: Yes

**Next Board of Directors Meeting:** Thursday, January 20, 2022 - Virtual

**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