

**Hunt Club Park Community Association  
Board of Directors Meeting  
Minutes  
Tuesday October 24th, 2017 at 7 pm  
Library – St. Thomas More School**

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<b>Board members' attendance</b>				
Meeting dates :	September 26, 2017	October 24, 2017	November 28, 2017	January 23, 2018
Paul Norris	present	present		
Haider Ali	present	Proxy to Paul Norris		
Tessa Bell	present	absent		
Kathy Fisher	present	present		
Frank Gualtieri	absent	present		
Austin Kattackal	present	present		
Brock Pritchard	present	present		

<b>Others in attendance</b>	
Jana Atkinson (for Councillor Diane Deans)	

<b>ITEM</b>	<b>SUMMARY OF DISCUSSION</b>
<b>Call to order</b>	<p>The President called the meeting to order. 5 out of 7 Board members were present constituting a quorum and the meeting was declared duly constituted.</p> <p>The agenda was modified to reflect approval of minutes rather than approval of AGM minutes. Hearing no objections, the revised agenda was considered approved.</p>
<b>1. Minutes of September 26 meeting</b>	As there were no comments or questions, and hearing no objections, the minutes were considered approved.
<b>2. Councillor's report</b>	<p>Jana Atkinson provided a report on behalf of Councillor Diane Deans. She reported on various issues including road and pathway resurfacing and the city's winter pilot where 302 snowplows will be equipped with noise reduction broadband technology. They will be used in our community. Details were also provided on a range of events from the opening of the Heatherington Community Kitchen to the Hydro Ottawa sponsored essay contest. Details are found at <a href="http://www.dianedeans.ca">www.dianedeans.ca</a></p> <p>Note: Edelaine Valino has joined Councillor Diane Deans' ward office.</p>
<b>3. Election of Table Officers</b>	<p>As Paul Norris was elected as President and Kathy Fisher as Secretary at the September 26, 2017 AGM, the following elections took place with all in favour:</p> <p>Brock Pritchard – Communications (with support from Kim Campbell) Paul Norris and Kathy Fisher - Civic Affairs Frank Gualtieri – Treasurer (with support in the preparation of financial statements).</p>

	Paul Norris - Liaison with the elementary schools.
<b>4. President's report</b>	Paul Norris reported that he will continue to monitor developments related to Claridge's rezoning application for a Seniors Residence at Hunt Club Road and the Airport Parkway. He also mentioned that a revised rezoning application was submitted to the city for the gas station property at 3500 Hawthorne. The President committed to keep meetings on schedule and to circulate the HCPCA agenda earlier and more broadly using various social media apps.
<b>5. Treasurer's report</b>	<p>A financial report will be made at the November 24, 2017 meeting.</p> <p>As part of the Association's effort to help build a stronger and active community, Paul Norris proposed that funding be made available to St Thomas More and Robert Bateman schools in support of extra curricular activities. As such, Paul Norris moved to invite each school to submit a funding proposal, up to \$1,000, for consideration and approval by the HCPCA Board of Directors. The motion was seconded by Austin Kattackall. All members were in favour.</p> <p><b>Action:</b> Paul Norris to reach out to schools to invite them to prepare and submit a funding proposal.</p>
<b>6. Governance Training</b>	<p>At the September 26, 2017 meeting, there was a discussion and subsequently agreement to explore resources that could assist board members in learning more about board governance. Jana Atkinson shared information on resources used by other community association in the Ward (e.g. Robert's Rules). Kathy Fisher shared information on online resources in support of board governance.</p> <p>Paul Norris moved to have the Community Association cover the costs of a board member's governance training upon request. Kathy Fisher seconded the motion. All members were in favour.</p>
<b>7. Upcoming Carnivals</b>	The date for the Winter Carnival was set for February 17, 2018. The date for the Summer Carnival was set for June 23, 2018. Paul Norris moved to set a budget of \$1,500 for each carnival. Frank Gualtiari seconded the motion. All members were in favour.
<b>8. Rink Operations</b>	Paul Norris reported that Nancy Ferguson will continue to coordinate rink operations at Calzavara and Liz Manley parcs. Rink shacks are expected to be open for a total of 20 hours per week. Hours of operation will be posted at both shacks and on the HCPCA website.
<b>9. Newsletter review</b>	Paul Norris reported that the November Newsletter will focus, among other things, on the Winter Carnival and an article to promote an upcoming presentation on alcohol and drug addiction. There was some discussion on expanding the format of the HCPCA Newsletter beyond a print format. Online distribution will be explored.
<b>10. Ottawa Public Health Presentation</b>	A presentation on alcohol and drug addiction will be made at the November 28, 2017 meeting.
<b>11. Other business</b>	<p>There was no other business.</p> <p>The meeting adjourned at 8:30 pm</p>
<b>Next Meeting</b>	Next meeting will be held on November 28, 2017 at St Thomas More School.