

January 20, 2016

Attendees: Henry Troup, Heather Kirk, Braedon Kirk, Bruce Ewen, Debra Ford, Mary Sunderland, Jessica Breckenridge, Norm Gibson, Frank Stokes, Barb Moulton, Shawn Hassanali, Karen Heney

Meeting called to order at 6:35 p.m.

Minutes of the December meeting were brought forward for approval. Mary made a motion to approved. Debra seconded. Approved by all.

Update on past events:

Santa parade

The parade/carolling event went well. Estimate between 50-65 adults and children. The Munster Beaver/Scouts and MCNS were the groups that participated and then a good mix of parents/grandparents/children including some new faces. One truck/trailer and the rest walkers and some decorated strollers and wagons. The Munster Beaver/Scouts said that they received a lot of donations for the Richmond Food Bank. Started at 4pm and followed the following route CC-Cranberry-Butterwick-Coldstream-Dogwood and ended at 4:50 at the CC. The majority of the participants then went to Danbys. Ten pizza pre-ordered has (7 pepperoni and 3 cheese) and that provided enough for everyone to enjoy a slice or two. People covered their own drinks and whatever else. Total pizza cost was 118.58.

Noted that organizers are looking ahead to next year and have discussed ways to get to all four quadrants, perhaps through a more central route. It was noted that publishing the specific route would be good as it was unclear for instance how far along Coldstream the route was.

MES fitness activities

Walking group varies from eight to a dozen so far. Most are from Munster, with two from nearby (1 from Soldiers Road near 3rd line).

The Ottawa Public Health Better Balance program had eight registered and with one calling in as unavailable the first day. One extra turned up without pre registering. A good time was had by all and a few expect to feel new muscles tomorrow.

Munster Playgroup relocation

The Munster Cooperative Playgroup (MCP) has been a great success so far at our new location. The classroom is large, bright, and clean. Many new toys have been donated by members of our community. Some kids picnic tables have been brought in on loan from various families, which is great for our crafts and snack time. The kids really seem to enjoy the new space, especially having the use of the gym. We've had lots of positive feedback and have seen a few new faces too. I've only spent \$20 so far, and will work out a budget for craft supplies. Community members have been extremely

generous in their donations. The attendance our first day was 21 kids and 9 adults. Other days the numbers varied from 12-18 kids and 8-10 adults. We are taking attendance regularly so will be able to continue to keep track and report back to the MCA.

Agenda Items

1. Winter carnival

The event is February 19/20. As part of original proposal organizers had requested MCA cover fireworks – roughly \$300 to \$400. A campfire permit will also be required at \$50 and a movie licence – roughly \$225. The latter is something we were charged last year and given that the fine is much higher, it is an expense that should be incurred. As per the proposal the ribbon sales from the centre will go to Roger's House. The ribbon sales from the church breakfast have also been discussed. Heather will discuss with organizers any ribbon sales from the school staying with the MCA. We can look at these post event and decide what to do with them. It is noted that the new executive should put a plan into place for future events like this as there was some question about the donation to Roger's House as an outside the community organization and the feeling that perhaps funds raised in Munster should stay here. The MCA is also being asked to cover some of the school activities including entertainment plus prizes for the carnival games. Heather motion to approve up to \$1800 to cover these expenses. Jessica second. All approved.

2. Rink

We have had two crews step forward now to help with the rink. Both are open to taking on extra nights when prime flooding conditions or heavy snow exist so they will be a good support for Jay. There has already been an incident of graffiti and drinking (beer bottles left behind) in the centre already. The issues have been posted to Facebook and residents have chimed in with support for closing to teach a lesson and support for installing a camera. Contacted the city with respect to this as it seems to come up every year and received the following:

Although CCTV is a great deterrent it only provides a means of supporting post incident investigations, there are also several challenges with installing a system at this location:

1. Infrastructure

This location does not have any IT infrastructure, if a system was installed it would be standalone we could not access it or monitor it remotely, any requests for video footage would require that an authorized person go to the site to pull the footage from the recording device.

2. Privacy

Access to the recorded images would be limited to the City of Ottawa Corporate Security Unit only, since a system of this type is installed to monitor members of the public the footage would only be released to the Ottawa Police as part of an active investigation. I also have immediate concerns with installing CCTV inside the identified area, although this area is largely used at this time of the year as a place for people to change into their skates it is a change room by design and should not be an area recorded by CCTV.

2. Cost

CCTV systems are cost prohibitive in a situation like this, a 2 camera system would cost approximately \$4500 to install at this location – a 4 camera system would be around \$6000. I concur with Derrick's recommendation below that a periodic drop in from Ottawa Police would quickly curtail these behaviours and support your idea of reducing the hours that the change room is open and unsupervised.

I am happy to discuss this further with you and can be reached at 6132779430.

Clayton Foster

Security Advisor/ Corporate Security

613-580-2424 x 24114

E-mail: clayton.foster@ottawa.ca

The decision was made to close access to the change room temporarily and to request assistance from the community in monitoring it and closing it.

3. East Egg Hunt

A proposal has been put forward to support the annual Easter Egg Hunt. Mary made a motion to approve. Norm seconded. Approved by all.

Proposal is as follows:

Easter 2016 Proposal.

I would like to submit a proposal for having the 3rd annual Munster Easter Egg Hunt held in Munster on Saturday March 19th, 2016 (to be confirmed) from approximately 9:30am - 11:30am. This Easter Egg hunt will be similar to those held in previous years, where children participating in different age groups (from 1 year - 10 years old) would seek different eggs strategically placed around the Munster Community Centre, and when returned, will receive a prize.

One change for this year, includes a registration fee where participants bring in non-perishable goods which will be donated on behalf of the MCA to the local food bank. I would like to request \$ 450 in funding for an anticipated crowd of 120 participants. This funding would cover costs of obtaining prizes for the children, as well as, any incidental costs, including the repurchase of Easter eggs.

Break-down of funds (\$):

Prizes 240.00

Wrapping Paper 36.00

Decorations/Advertising 45.00

Clean-up 25.00

Volunteer Thank-you 50.00

Total: 447.48 tax included

Advertising/Promotions:

Advertising and promotions for this event will be done on the A-frame board, signage next to Macs, as well as on the MCA Facebook page. There will be a registration page, ensuring all those that register are eligible to participate and receive prizes.

4. Use of school

Debra has drafted the survey (below) which will be included in the next newsletter and provided online. People can then either respond electronically or through a drop box – perhaps at Macs. Deadline will be March 1. Question as to whether if people do not respond, there will be negative implications for the

community. Noted that the city is ready and willing to install programming at the school but asked for some direction and so this is the intent of the survey.

Last June, Munster Elementary School closed its door to students. Currently, the school is available for community use weekdays after 6 p.m. and select weekend times and many groups have taken advantage of this availability. During the day, the Munster Cooperative Nursery continues to operate at the school. The Munster Playgroup has also booked space in the school two mornings a week and Ottawa Public Health is offering a Better Strength Better Balance program on Tuesday and Thursday afternoons. Finally, the MCA has procured the gym for a walking group on Monday, Wednesday and Friday mornings.

In an effort to ensure that the school continues to remain available for community use, the MCA would like to identify opportunities for additional daytime programming at the school. Please complete the following survey and submit it to any member of the executive (names appear on the front page of the newsletter) or drop off the completed survey at 39 Dogwood Dr. or at Mac's (TBD). The survey may also be completed online at (TBD).

Please circle all the options which would be of interest to you or a member of your family.

1. A daytime fitness program at the school (e.g. yoga, pilates, Zumba, chair exercise, cardio and strength training, etc.)
Please specify which program(s) _____
2. Daytime drop-in activities such as basketball, volleyball, pickleball or badminton
Please specify which activity _____
3. A daytime drop-in centre for cards, bridge, bingo, etc.
4. A monthly foot care clinic offered by Ottawa Public Health
5. Adult performance, music, or visual art programs
Please specify which program(s) _____
6. Preschool performance, music, gym or visual arts programs
Please specify which program(s) _____
7. Summer daytime camps for children
8. Summer youth drop-in centre
9. Home Alone and Babysitting courses
10. PD day camps

Let us know if you have other suggestions for daytime programming at the school.

Thank you for completing this survey. We will inform you of the results of the survey in the next newsletter.

5. AGM

AGM should take place in April, along with a transition meeting for old and new executive and members at large. Quick survey of those present indicates Henry will step down as president but may consider another role and that Norm is willing to stand as president. Mary will return as membership director on the condition of more assistance with the work of canvassing and organizing people to help with that. AGM is set for April 13. Pizza was provided last year but wasn't well taken up so cookies and coffee and water will be offered this year. Henry will check with Pat to see if the church is interested in having us buy baked goods from them. Need to encourage people to come out and to get involved. Several

positions that have been empty for some time that it would be good to fill and vice president role will be vacant.

6. Financials

Statement attached at the end.

Bank balance sitting at \$26,693.07 as of January 20/16. Bruce will return as treasurer and now that he has a better understanding of the process and a system is in place, he'll spend some time clarifying.

Motion by Mary for an annual stipend to be used to cover toner and paper for printing by secretary and whoever needs. Motion for \$150 second by Norm. All approved.

7. New Business

Speed signs

Question raised about whether the speed signs were installed and what data might have been collected. Norm will check with Scott.

1st Munster Scouts

Barb presented the new 1st Munster Scouts crest on behalf of the group. The crest was designed last year by the Beavers and the image represents the four key quadrants, trees and fireworks. The wearing of this new crest recognizes the Munster Community Association's role as sponsor for the group. Cost of the crests is \$500 which had previously been approved.

Official meeting adjourned 7:36.

Next meeting is scheduled for February 17 under the new start time of 6:30.

Future dates are: March 16, April 13 (AGM), April 20, May 18, June 15 (if needed)

MINUTES - Munster Community Association Meeting | 2016

Munster Community Association
58 Dogwood Drive
Munster, ON
K0A 3P0

Income Statement

Period: 2015/05/01 to 2016/01/31

Income

4110 Annual Membership Fees	\$4,026.00
4210 Ads in Newsletter	\$30.00
4220 Ads in Phonebook	\$100.00
4230 Ads in Newsletter and Phonebook	\$2,200.00
4300 Community Centre Revenue	\$1,743.64
4400 Rink Revenue	\$650.00
Total Income:	\$8,749.64

Gross Profit

\$8,749.64

Expenses

6020 Event Expenses - Canada Day	\$703.92
6040 Event Expenses - Other	\$1,323.01
6110 MCA Sponsored Groups	\$1,595.88
6200 Website	\$31.51
6230 Printing - Phonebook	\$746.87
6240 Printing - Newsletter	\$670.27
6250 Postage - (newsletter, etc)	\$182.52
6420 Office Expenses	\$73.89
Total Expenses:	\$5,327.87

Total Operating Profit

\$3,421.77

Net Profit

\$3,421.77