**Burritt’s Rapids Community Association**

**Minutes of the January 9 2014 Board Meeting**

**Board Members Present:**

John Dwyer, Jeff Gauthier, Jill MacDonald, Brad Smith, Inge van Gemeren, Tiiu Wallner, Maureen Wilson

**Community Members Present:**

Anne Martin (for presentation; see below); Dick Hegan

**Presentation on the Pat Stroulger Memorial Fund (Anne Martin):**

Ann informed the Board that the Community Foundation of Ottawa (details on the Foundation at [www.communityfoundationottawa.ca](http://www.communityfoundationottawa.ca)) is in the process of finalising a “Pat Stroulger Memorial Fund” with the financial assistance of a donor. The fund will be open for additional donations shortly. When the fund reaches a total of $5,000 it will provide annual returns to the BRCA at 4.5%, with the possibility of accessing the principle. Further details on the initiative will be made available to the community as they become known. The Board thanks the donor and the Community Foundation for facilitating this exciting opportunity.

**Financial Statement:**

The Treasury presented the financial statement, which continues to show the Association is in good financial shape.

It was moved that the statement be accepted as presented. Member Jeff Gauthier seconded that motion and the motion was accepted unanimously.

**Minutes of the AGM:**

It was moved that the minutes as presented be accepted. This was seconded and the motion carried unanimously.

**Resolution of Issues Raised at AGM 2013:**

***Board Constitution and Role:***

There was a general discussion on the duties of the new Board. Inge van Gemeren agreed to continue as Chair if someone would take over the responsibilities of rental agent. Director Jeff Gauthier agreed to do so on a provisional basis. A final decision will be deferred for 3-4 months.

Jill MacDonald agreed to stay on as Treasurer and John Dwyer agreed to continue to act as Secretary.

It was agreed that the role of the Board, except with regard to its ongoing responsibilities relating to the Hall, is to be an enabling body, one that facilitates initiatives that the community wishes to organise and implement. This includes financial facilitation where possible. For example, the Theme Dinner this year will be organised and put on by a committee of community members. (Thank you Kathy Knott – Lead - , Debbie Alexander, Tiiu Wallner, Aileen Weston and Maureen Wilson. ) The Board will support this and, given the Dinner’s importance, will likely actively seek to ensure that the Dinner continues to be a feature of community activity in the years ahead. The Board is also ready to support other initiatives that the community may wish to involve themselves in. These would include activities that have some history, such as a Pot-luck Dinner, a Summer Picnic, a canoe race, etc., as well as others that may be proposed. The onus, however, is on the community to determine what it would like to do in this regard and to be the principal participants in the planning and implementation of the event. To reiterate, the Board’s role in these activities will be facilitative; members of the community must drive the process.

***Community Involvement:***

It was agreed that an announcement of up-coming Board meetings as well as the minutes of Board meetings will be communicated to the community in a timely manner.

Other ideas on how to encourage greater engagement were discussed. One proposal was that periodic notices be posted at the letter box site encouraging residents to ‘sign-up’ to the Board’s mailing list.

The Board decided to formally invite residents, through these minutes, to come to its meetings. It also asks for residents’ input on what might be done to facilitate their involvement in community activities, including volunteering.

***Website:***

John Dwyer is to contact the resident that volunteered to support the improvements to the community website. If possible, a significant portion of the next Board meeting will be devoted to this topic. Again, if community residents have suggestions on how the website might be improved, they are cordially invited to submit these to Board members directly or at the meeting. (Please check the notice of the February meeting when sent to ensure that the meeting will deal with the issue as arrangements are still in progress.)

**Hall Rental & Maintenance:**

The Rental Agent indicated that the Hall continues to be well used and that most existing regular rentals are carrying forward.

The Chair indicated that there had been concerns with the icy state of the sidewalk in front of the Hall and that she had purchased sand and salt and asked Chris Roberts do apply these liberally.

It was agreed that the Board would purchase a defibrillator (assuming that costs are within the envelope discussed - $2,000) with Jill MacDonald taking the lead. The Board will consider whether efforts should be taken to seek financial support for this purchase later.

**Other Business:**

The Chair indicated that the request for sustaining funding from Ottawa had been submitted.

The Chair will follow-up on the issue of ‘heritage signage’ for community residences.

There will be a clean-up of Mill Lane in the year to remove overgrown shrubs etc.

The Board agreed that the Greening Committee will have an annual $500 budget line to cover costs for the routine maintenance of the public gardens.

**NEXT MEETING: THURSDAY FEBRUARY 13 2014**

**7 PM at the Community Hall**

**RESIDENTS ARE CORDIALLY INVITED TO ATTEND**