

## Dunrobin Community Association Meeting Tuesday May 5, 2009

Start: 7:05 pm

Attendance: Margot Menna, Kim Gilmer, Nadine Fox, Pam Colguhoun, Angie Sullivan, Alison Pinsent, Trudy Davis, Paul Humphreys, Glenn Carroll

### 1. Introductions

- not required, no new members

### 2. Review of action items (Trudy)

- Quick verbal review of action items to see the status

### 3. "What activities have taken place this month" (Trudy)

- The City of Ottawa would like to see numbers on the usage of the facility
- Trudy has created a spreadsheet to track the usage of the DCC, with using the calendar bookings from the website to see what activities have taken place
- Trudy will also require input from Sports organizers for Outdoor Hockey, Soccer and Baseball
- Margot and Nadine will take the spreadsheet to their meeting with the City this week to see if this information is what they are looking for
- Margot to create number of people expected on Calendar requests a mandatory field
- Trudy notified all members if they are putting a request in for booking the DCC make sure to include number of people

### 4. Review of DCA By-Laws (Margot)

- It was decided that there should be a separate meeting held to discuss the DCA By-Laws
- Margot to work on a new draft to be reviewed by the DCA members on Tuesday October 20, 2009
- October's date was decided because the summer months are very busy with Canada Day Planning, etc.

### 5. Finances / Fundraising / User Fees (Margot)

- The DCA programs are running in a deficit
- There is money in the bank but we can't afford to keep running programs in a deficit
- Discussions about requesting more grant moneys from the City of Ottawa
- Currently included in softball registration is a t-shirt and hat, talk about registrants paying to purchase these items on top of registration fee
- Talked about allocating set funds to each program and having the program coordinator manage within that budget ( hard to do as registration numbers very from year to year
- Discussions about implementing membership fees
- All members to come up with ideas on how to generate money

6. WCSC Soccer update re: field rentals (Nadine)
  - The WCSC (West Carleton Soccer Club) pays a portion of the registration fees to the DCA
  - The DCA is responsible for cutting and lining the fields with exception of the West Carleton High School
  - Soccer is running in a deficit partly due to the cost incurred by the DCA to cut and line the soccer fields
  - Nadine has opened up communications with Rod Anderson of the WCSC and hopes to get more money for field rentals
7. Financials YTD report (Nadine)
  - Nadine forgot to bring the YTD report, she will bring to the next meeting
8. Purchase of pitching machine for softball (Margot)
  - The softball members would like to purchase a pitching machine approx. \$250.00
  - Discussions on whether or not to DCA should pay for a portion of the pitching machine
  - Discussions on where it will be stored, who will maintain when it's broke, etc.
  - Decision was the softball members should fundraise to purchase the pitching machine, a bottle drive was suggested
9. Discussion on the Community Newsletter (Angie)
  - Discussion on content of community newsletter and when they should be sent out, it was suggested that there should be a spring and fall
  - Angie would like to see one done now in order to have Canada Day advertised on newsletter
  - Margot is to provide Angie and Alison with content by May 19, 2009
  - Angie will coordinate with Sarah Deschamps
10. Brainstorm on ideas for capital ventures (Margot)
  - Lots of discussion on possible capital items however we are unsure of what the city will cover
  - Kim mentioned that in the past the City of Ottawa has just shown up to do various things
  - Kim also mentioned that it would be nice to have the City fill in a log of when they are in the facility
  - Paul would like to see the following items on a list
    1. Replace the retaining wall at the back of centre where the stair case is (rotting out)
    2. Work on the boards for the ice surface
    3. small bull dozer level out and clean up the back towards the pond (long grass and we're not sure what's in there)
    4. proper lining of the parking lot (old logs)
    5. back of the building at the exit doors is in need of evestrough (hazard in the winter with the melt and refreeze on the stairs)
  - Wayne assigned an action to contact Gaetan Morin ([gaetan.morin@ottawa.ca](mailto:gaetan.morin@ottawa.ca)) and/or Brian Boyd ([Brian.Boyd@ottawa.ca](mailto:Brian.Boyd@ottawa.ca)) of the City of Ottawa to see if they have any maintenance plans for the DCC this summer
  - Wayne to follow up on painting of the Community Centre

- Alison's husband Leo; has also offered to help out with fix up projects (indoor / out); Wayne to let Alison know if we would like Leo to help out i.e. painting

11. Discuss landscaping in front of DCC (Nadine)

- Nadine proposed landscape fabric and river stone
- Trudy and Margot are going to meet Saturday May 9<sup>th</sup> and try to clean out old dirt; Glenn is going to bring a tractor and use some dirt from a pile in the back
- We are going to try a few perennials for now

12. Other

- Pam has sold old exercise mats that were used many years ago for \$300.00 to The West Carleton School of Performing Arts
- Angie provided a quick update on Canada Day Planning
- Discussions of purchasing a popcorn machine

Meeting adjourned at 8:30

Next meeting: Tuesday June 2, 2009 at 7 pm (Secretary to send an email to remind everyone)