

## Dunrobin Community Association Meeting Tuesday April 7, 2009

Start: 7:05 pm

**Attendance:** Margot Menna, Pam Colquhoun, Trudy Davis, Paul Humphreys, Allison Pinsent, Wayne Carroll, Glenn Carroll, Kim Gilmer, Nadine Fox

**Introductions:** Allison introduced herself to others at the table. Everyone else knew each other.

### **Discussion about the format of meetings:**

- Want more structure to the meetings
- Want meetings to move along
- Try to follow Robert's Rules
- Have more voting on issues
- Discussion about quorum
- Recommend that all members read the By-Laws document that was emailed out earlier and either email discussion points or bring them to the next meeting
- Secretary will compile the agenda: would like to have people's names associated with topics, time required, and some background information if possible
- Need a chair person to keep the meetings moving forward. (Angie agreed to do this job but was unable to make this meeting. Allison stepped in.)
- There are four official officers: President, Vice President, Treasurer, Secretary
- We need more discussion about the by-laws and what needs to change – next meeting

### **Nominations for Executive positions**

- Nadine nominated Margot Menna for President. Seconded by Wayne. Carried.
- Margot nominated Wayne Carroll for Vice President. Seconded by Paul. Carried.
- Margot nominated Trudy Davis for Secretary. Seconded by Nadine. Carried.
- Nadine nominated Paul Humphreys as member at large. Seconded by Pam. Carried.
- Nadine to continue on as Treasurer. She has one year left.

### **Signing authorities (Nadine)**

- Discussion about changing signing authorities on the account
- Nadine, Margot, Pam, Wayne to arrange a date at the bank
- Nadine to coordinate details and inform the group

### **Keys (Kim)**

- Building was rekeyed because there were too many keys floating around
- Kim asked everyone to sign a document acknowledging they have a key
- Different keys for different needs
- There is still a missing key. Allison to investigate whether one of the winter canteen workers has the missing key.
- There is a new lock box with a new number for access
- The City has their own keys which they give to people who are running City programs
- Wayne wants to investigate getting a card swipe process. Brian Boyd thinks the City would cover the cost of installation. We would be able to track people coming in and out of the building and change access as needed. More discussion needed at another meeting.

### **Spring Cleanup (Nadine)**

- Grounds need to be tidied up
- Nadine to call the City to get clean up package
- Allison to contact students from the winter canteen to see about community service hours

- Allison to call schools and make a poster
- Trudy to coordinate
- Date set for Sunday May 3 (same day as the bike tour)
- Follow up with a hot dog and drink lunch
- Paul to supply a propane tank for BBQ

#### **Thermostat (Pam)**

- New thermostat installed after the previous one failed.
- Wayne provided emergency heat when the yoga class had no heat on a Thursday night
- Only one key to unlock the thermostat – stored in the storage room (usually locked)
- Suggestion to leave the box unlocked for private functions.

#### **Emergency Contact (Pam)**

- We need someone to be the contact person in case something happens at the centre
- Wayne agreed to have his number posted so that people can call if there is a problem

#### **Signs (Pam and Margot)**

- A new blue sign like the one in Carp is coming soon
- Need to get the specific dimensions so that we can make signs to insert for upcoming events
- Wayne has a contact and will ask him to donate his skills to make signs for us
- Pam to provide a list of signs that are currently being used and signs that may need to be used

#### **Jakes Lawn Care (Nadine)**

- Nadine got a quote from Jakes
- Not sure if there are other people who can both line and cut
- Too late to put to tender for this year
- Need to plan on tendering next year: Paul to investigate
- Accept Jake's offer this year

#### **Soccer rep (Kim)**

- The current job of soccer rep is enormous
- Somewhat of a conflict as the rep represents the Community Association and WCSC
- Suggested we have someone who is willing to represent the Community Association at the WCSC meetings
- Nadine agreed to act as a liaison for DCA to WCSC; seconded by Paul. Carried.

Meeting adjourned at 8:30.

Next meeting: Tuesday May 5 at 7pm (Secretary to send an email to remind everyone)