



<b>RSCA Executive Monthly Meeting At Rideauview Community Centre</b>		<b>Thursday August 17, 2017 8:00 p.m. to 9:30 p.m.</b>	
<b>Present:</b> Bruce Lindsay Lesia Gilbert John Brayman John Kitcher Madeleine Lemaire Dave Raganold <b>Guest:</b> David Bowering	<b>Absent:</b> JoAnn McDonald Kevin Lu Kyle Creelman Tracey Stratton Tatum O'Reilly Kaylin Hodge Paul Brun Janet Ch��ne	<b>Leader &amp; Facilitator:</b> <b>Secretary &amp; Time Keeper:</b>	Bruce Lindsay  John Brayman <i>for</i> JoAnn McDonald (absent)
<b>MINUTES</b>			

**Start Time- 20:07**

Adoption of Agenda:	Moved: Lesia Gilbert Second: John Kitcher Carried
Additions to:	
As amended:	

**Administrative Items:**

Minutes of the July 20, 2017 (for approval)	Moved: Lesia Gilbert Second: John Kitcher Carried
Lesia Gilbert – Treasurer’s Report (5 minutes)	Received
No updates to report since last meeting. Upcoming fundraising events to help improve financial outlook are being planned.	

**New Business:**

1. John Brayman- introduction of guest: David Bowering	
<p>2. David (Dave) Bowering – <i>Presentation on ‘Governance’ and refreshing key documents</i></p> <p>Dave will review RSCA bylaws, processes, protocols to maximize efficiency and ease of volunteer process. Will document/highlight areas of strength and opportunities to improve the association. Aim is to reduce or eliminate redundancy (via needs and gap analysis). He will engage ALL RSCA Executive Directors (bilaterally) via email, phone and/or in person. Bruce suggested Dave use the revised Exec position descriptions as a base to move forward.</p> <p>Governance review includes:</p> <ul style="list-style-type: none"> <li>• Create onboarding process for all positions (including orientation package)</li> <li>• Examine ways to enable a better flow of information, and clearer definition of roles</li> <li>• Synchronize Executive functions and leadership positions</li> <li>• Generate activity-specific recruitment and mobilize volunteer base- including backups and succession planning of key positions.</li> <li>• Examine the possibility of having a Vice President as a basis of internal support and succession of the President</li> </ul> <p>Major deliverables / milestones will be determined by Dave, circulated to Exec for comment via email. He will also provide updates at RSCA Exec. Monthly meetings.</p>	<p>Received</p>
<p>3. Bruce Lindsay – Motion to approve Dave Bowering to undertake a review of the RSCA Governance and key documents and to report back to the Executive prior to the AGM November 16, 2017</p>	<p>Moved: John Kitcher Second: John Brayman Carried</p>

## Updates:

<p>4. Lesia Gilbert – <i>RSCA Flag Program Update</i></p> <p>146 flags were ordered (goal was 150). Seeking volunteer to take over the program next year. Issues: utility locates (for reliability purposes), installation timelines, volunteer coordination, flag replacement.</p>	<p>Received</p>
<p>5. <i>Seniors Group and Seniors Drop-in Update</i></p> <p>Bruce provided update in Janet Chéné’s absence: 8-12 people</p>	<p>Received</p>

<p>meeting monthly at Claudette Cain fieldhouse- games &amp; magazines. Rural Ottawa South Support Services (ROSSS) and an Ontario Government Senior’s representative presented a summary of the services they offer at the last RSCA Seniors Drop-in meeting. Future meetings with guest presenters will take place. Senior’s survey to be circulated via multiple sources in coming weeks and through Pierre Poilievre’s office. Hard-copies will also be provided at the Rideauview community centre, posted on the RSCA website, Social media, and possibly through our local counsellor’s office (format tbc). For the drop-in sessions, to improve the selection of board-games it was suggested to consult ‘Buy Nothing’ for adult-appropriate games.</p>	
<p>6. Bruce Lindsay – <i>Youth Community Mural Project Update</i></p> <p>The first project was a success, RSCA paid for materials/paint, at approximately \$800, St Francis Xavier students provided the labour. It was led by Bruce and St. F-X high school teacher. After clearing municipal planning/bylaw hurdles, it took months of planning, hard-work and dedication by the leaders and several students. Future projects will be sought during school year. Dave. R suggested the remaining two storage bunkers as the next possible sites; Bruce to investigate possibility and report back to RSCA Exec.</p>	Received
<p>7. Madeleine Lemaire, – <i>Youth activity/project Update</i></p> <p>Over 100 responses received. Final edits required to graphs. Committee to be formed for action-items, and succession planning needed for next year.</p>	Received
<p>8. John Kitcher – <i>Volunteer List Update – Sign-up Genius</i></p> <p>Signup Genius is good for event-specific signup, however doesn’t answer the overall volunteer need for areas in demand outside of those specific events. Will look at Signup Genius paid option and work with Dave to determine best volunteer recruitment structure, from general interest(s) to specific areas of volunteer opportunity.</p>	Received
<p>9. Bruce Lindsay – <i>Meeting with Mayor Jim Watson, Councillor Qaqish and seven other community leaders</i></p> <p>O-Train (Trillium Line) will be one of the first Phase-2 projects completed. Mayor hopes that between the City and the developer the line can be brought closer to the future downtown core. Other issues of importance to the Mayor raised were: transportation concerns, Library, Community Centre (including pool), Senior’s and Youth programs and activities.</p>	Received  Continued on next page...
<p>10. Lesia Gilbert – <i>Fundraising Events Update</i></p> <p>i) <i>Music Trivia Night (Aug.28)</i> Tickets available in pairs (\$25/person); people are encouraged to invite friends to</p>	Received

<p>come out. 17 table capacity. Signup links available via Facebook and website. Spread the word!</p> <p>ii) <i>Fall Family fun-fest (Sept.16; rain-date Sept.17) 11AM-2PM. \$5/person, under-2 = free. Bands, 3 bouncy castles and food truck will be present; possible dairy truck. Local businesses encouraged to run activities (also a great opportunity for them to network). Fieldhouse is free. Costs= possible signage &amp; generator rental.</i></p> <p>iii) <i>Connie Beaulieu Sat. Sept.30; boot camp at Four Seasons Park; \$25/per person. Last year had 100 people participated in a similar activity, a non RSCA event.</i></p> <p>iv) <i>David McEvoy, Owner of Life Beats will offer to do a CPR with AED certification training at Moncion's. All proceeds going to RSCA. Date TBA</i></p>	
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**Action Items:**

<p><b>All RSCA Exec should review their position descriptions &amp; be available to help Dave. B with the governance project.</b></p> <p><b>Investigate possibility of improving community 'postings' community bulletin boards, and notices (i.e. Flag Program)</b></p>	
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**Other Items:**

<p>Lisa MacLeod, MPP for Nepean-Carleton is hosting a Canada 150 Community Picnic and Launch of Nepean-Carleton 150 Inspiration Awards (The menu will include traditional "Canadian" cuisine i.e. poutine, hamburgers &amp; hotdogs &amp; you're encouraged to bring a dish from your family or cultural background, too!) There will be a multicultural stage with entertainment. It will take place on Sunday, August 27, 2017 from 2:00 PM to 4:00 PM at Ken Ross Park, 600 Longfields Dr., Nepean, ON, ON K2J 4N5</p>	<p>Bruce said that the RSCA will be lending our flags (150) to MPP MacLeod for this event.</p>
<p>Pierre Pollièvre is hosting a free Canada 150 BBQ Sept.9, 2017 for all residents in his riding from 11-2PM at Rideauview Community Centre</p> <p>Ottawa Farmers Market will host a Christmas Farmers Market Dec.16, Rideauview Community Centre</p> <p>Burrito Shack &amp; Dough Boyz are closing down; reason unknown.</p>	

**Adjournment moved by: Lesia**

**Time: 21:43**

**Next meeting: Thursday, September 21, 2017 at 8:00 p.m. Rideauview Community Centre (4310 Shoreline Drive, Gloucester, ON K1V 1N4)**