**CHNA Board Meeting**

**September 15, 2015**

**In attendance:** President – Karen Wright, Vice President – Peter Eady, History and Heritage – Andy Billingsley, Secretary – Katherine Steinhoff, Planning and Development – Kathy Kennedy, Treasurer – Julie Westall, Safety – Shane Quinn, , CAC - Gisele Microys

**Absent:** Webmaster – Corey Goss, Fundraising and Membership – Shelley Mullins, Traffic - Luanne Calcutt, Communications – Alyson Queen

**Minutes of Meeting on June 15, 2015**

* Peter moved a motion to accept the minutes

Seconded by Andy

Shane moved a friendly amendment to accept the minutes in principle subject to giving the executive 48 hours to review and amend if need be.

CARRIED

**President's Report (Karen)**

* ***Fall Newsletter:*** Karen asked for content for the fall newsletter by September 18. She said Alyson will edit and the newsletter will go to Marshall by September 21. She also said she would ask Shelley if we should use the sponsor content from previous newsletters. Kathy pointed out that there is a new fitness business - Anytime Fitness - at Carling and Sherwood. Karen said the newsletter would include an article on Reid Park - the process and schedule. The newsletter will not include the coin donation article that was in our previous newsletter. Julie will draft something on Pumpkins in the Park. Karen will do a piece on the federal all-candidates meetings. For a traffic article, Karen suggested an article with pictures of the “Slow-down for us” signs. Shane said that we should be concentrating the slow-down signs on streets for impact and Karen said that Luanne has been doing this. Andy indicated he has already provided an update on the History and Heritage initiative, which includes highlights and interviews. Kathy indicated that there are no burning issues from Planning and Development and that she would provide a photo and cutline of the new Hickory Bridge. She also asked if we could incorporate Leiper's comment: The more paid members, the more influence.
* ***AGM:*** The executive discussed dates and settled on November 3, 2015. Karen said that she had booked the auditorium at the Heart Institute for the AGM. She suggested that the Heart Institute give a 10 minute update, including information on their work with isotopes. Peter asked if everyone was willing to run for their positions at the AGM and got a positive response. Katherine said that she would be willing to run for another year, but that, if elected, she would like the association to look for a replacement over the next year.

**Treasurer's Report – (Julie)**

* ***Pumpkins in the Park:*** The event will be held on October 17th. Julie has to confirm whether she will be in town. She has the application for the permit and has contacted Fisher Park to find out where they get their bouncy castles and games. The plan is to do baked goods and pumpkins again. Karen said the Civic Hospital Area Parks and Recreation Committee (CHAPaRC) normally helps with baked goods. Peter suggested a call for volunteers. The community association will offer students volunteer hours for helping with the event. Giselle will be our CPR contact. Peter offered to get coffee from Bridgehead and said that the association should look for a back-up co-ordinator. Julie said she would look into getting a fire truck for the event and Kathy suggested working through the community constable.

**Vice President's Report (Peter)**

* ***Constitution and Incorporation:*** The executive discussed the process for ratifying CHNA's incorporation and ways of proceeding. Peter said our lawyer has indicated that we need to get the signature of all paid-up members, that is, members who are signed up on the day we sign all the necessary papers. Peter said he would follow-up with our lawyer to find out if there are other options. He also said he would look into director's insurance. Peter pointed out that CHNA is already incorporated but that the association has to pass the resolutions and bylaws that form the constitution of the organization in order to ratify the incorporation. The executive (those present) signed the resolution and the bylaws. These papers still need to be signed other executive members and members.

**Other business**

* Karen moved we sign a statement by the CAFES (Community Association Forum on Environmental Sustainability). The statement asks members of the Transportation Committee of the City of Ottawa to implement the Compete Street framework, accelerate funding for Ottawa's cycling and pedestrian plans and support the revitalization of the Byward Market.

Kathie seconded

CARRIED

* Karen reported that FCA is looking to disseminate work to community associations and indicated that there are a couple of initiatives that might be of interest: cycling safety and improving public engagement in planning matters. There was general agreement. Karen said she would express an interest in these issues and ask for more information about what level of activity is required.
* Karen said that the association may want to look at a new meeting structure to reduce the number of meetings people must attend. There will not be an executive meeting in October because we have an AGM.
* Kathy reported that there is a Bayswater garage sale on September 26.

Motion to adjourn