

TRAILWEST COMMUNITY ASSOCIATION

BOARD OF DIRECTORS MEETING

SUNDAY SEPTEMBER 8, 2013

MEETING MINUTES
7:00PM

ATTENDEES

Amir Oudeh, Interim President / Director of City and Community Events
Julie Burwell, Secretary
Marina Andreeva, Financial Officer
Natalie Cox, Director of Communications
Tara Scharf, Director of Member Relations
Patrick & Allison Daines-Allen, Director of City Issues and Fundraising

MEETING MINUTES

SUMMERFEST - A very successful Community Event. Proceeds going to our Community Association from our event are \$1072.90

Review of Pros and Cons

Pros- BBQ, Face Painting, Bouncy Slide, Little Rays Reptiles.

Cons- More BBQs needed (4), Fuse was blown due to too much power from both blown-up castles, Cotton Candy to have more cones and bags to store pre made also to be closer to the BBQ, more face painting volunteers, fishing pond game to be played in an area on its own, recycling bins not used.

Next year recommendations-

First Aid Kit, Portal Potties, Bracelets for attendance, Charge for Table Sponsors, Fire truck and or police car, Tape off parking lot , Briefing for volunteers 2 days prior, Money float to be \$250 and no recycling-garbage only.

Contact Premium Construction to make Bean Bag and Face cut out props for next year

CIBC OFFER – Reviewed offer. A couple of items in the policy are to be looked into. To take out #2 Exclusivity Clause, and #3 Termination Date change the date to October 2014.

Amir to meet and sign offer with CIBC.

Alison recommended that CIBC offer be posted on our website for our members.

SERVICE CLUB SIGN PARTICIPATION – Sign to be put up by the City of Ottawa to promote logos of active communities by the end of October. Natalie will design and submit logo to City by the end of September.

MEMBERSHIP CARDS – Cards are available and Julie will hand out from home. Email blast to be sent to members regarding availability, person to contact and donations.

ACTION ITEMS

Amir

- ~ Respond to email from Ted Burch.
- ~ Schedule to meet with Kortney from CIBC to sign offer.
- ~ Reply to Home Hardware email
- ~ Look into pricing with Canada Post regarding our community notices (idea)
- ~ To respond to any requests from members
- ~ Summerfest survey

Julie

- ~ Obtain all Summerfest contacts
- ~ Respond to emails from members requesting membership discount cards
- ~ C.C. Board the responses

Natalie

- ~ Make an email blast to our members regarding the membership cards that are available, also who they should contact and state that donations are appreciated.
- ~ Link the Kanata Kourier to our website
- ~ Signage for the City of Ottawa 'Service Club Sign' promotion. To be submitted the end of September.
- ~ Email blast to our members promoting their neighbor's to join the TWCA
- ~ Send personal thank you messages to Jordan and Leah

Patrick

- ~ contact city about the 4 way stop at Akerson and Cope
- ~ look into the neighborhood watch and how to start it up

Next meeting to be held on October 3, 2013 @ 7pm, at 125 Patriot Place.

MINUTES TAKEN BY JULIE BURWELL

SECRETARY FOR TWCA