

Minutes of PCA Executive Committee meeting 7 January 2015

held at the home of Kaye Leslie

Present: Diane Smith, Don Smith, Kaye Leslie, Kim McFadden, Paul Woodman, Susan McMurray (Chair)

Regrets: Irene Vandertop, Jeff Otto and Trish O'Reilly-Brennan.

Approval of Minutes of 10 December 2014: Diane moved acceptance. Agreed

Announcements: Craig Scott, MP has published his calendar for 2015 and selected a photo taken by Diane at the Street Party welcome table in September

Treasurer's Report: Diane had previously circulated the bank information

Committee Reports:

- Skating Party may/not go ahead this year
- TTC: Diane reported that she had replied to Diego Sinagoga with requests to go ahead as TTC has proposed for the Queen Victoria entrance, the Signage and the erosion leading south on to Shudell. Susan has developed a survey to be implemented shortly
- Safety: Susan read excerpts of email from Trish. Her committee has met with Paula Fletcher regarding traffic safety issues. They are planning a survey.
- Membership & Outreach: Paul proposed an organized way of greeting newcomers to the Pocket, some of whom reach out to us on Facebook. Paul agreed to ask Trish to respond to their enquiries and engage them through social media. Paul and Kim will work together to develop welcoming materials
- Organizing the AGM: Diane described progress that she, Susan and Jeff have made to date. Paul secured contributions of coffee and baked goods from Marvel. Don agreed to write to committee coordinators encouraging them to prepare for a 2-minute presentation and alerting them to the value of having a table for their committee. Diane proposed, Don seconded and executive agreed that we give a gift of \$25 for Elisa McFarlane as a token of thanks for her help as parliamentarian at the AGM. All executives are to circulate at the AGM and welcome people who arrive. Executives are asked to arrive at 6.30 to help with setup of the meeting room.
- Art-in-the-Park 2015: Paul reported that the application to Toronto Arts Council is almost complete. It is due in early February and is entirely on-line this year.
- Spring Town Hall Meeting: The two topics are traffic safety and emergency management preparedness. Trish and her Safety Committee will propose content and process for the former. For the latter, invitations will likely be sent to Red Cross for their presentation and to Peter Tabuns MPP for his comments. This content and discussion may lead to some momentum in creating a committee for Emergency issues.
- Phin Path: Kim will continue to followup with Trustee Jennifer Story.
- Governance/Executive Term of Office: Susan raised the question about whether the terms of service for Executive Committee members should be limited and generally the

meeting agreed. She, Jeff and Don will meet to examine appropriate practices and prepare a recommendation to Executive Committee.

- Governance/Event Sponsorship: Susan introduced this topic, which we have discussed before. The issue is determining which events in the Pocket are (1) owned by the PCA, (2) Sponsored by the PCA and (3) Not sponsored by PCA but we help with promotions and publicity. This issue is relevant because of insurance and permit requirements, knowing to what extent PCA will be investing, risking and potentially benefitting from the event. It was agreed that some recording of event planning before the fact would be helpful in order to manage complications if they arise and a report structure in Google Docs could be very useful.

Next Meeting

- AGM is scheduled for Thursday 22 January 2015 at St. David's Church Hall, downstairs. Executive members arrive at 6.30 for room set-up, doors open at 7.15 and the AGM starts at 7.30.
- February Executive Meeting date and location have not been set.

Minutes prepared on 8 January 2015 by PCA Secretary, Don Smith.