

Minutes of PCA Executive Committee meeting 2 December 2015

held at the home of Diane & Don Smith

Present: Diane Smith, Don Smith, Jeff Otto, Paul Woodman, Susan Fraser, Susan McMurray (Chair), Trish O'Reilly-Brennan.

Visitors: Coline Morrison joined the meeting as a potential PCA Executive. David Johnson came to the meeting to discuss communications with the Mosque.

Regrets: Jaki Freeman, Supriya Syal.

Approval of Minutes of 14 October 2015: Diane moved acceptance. Agreed.

Chair Function: Jeff opened and chaired the meeting until Susan M. arrived.

Treasurer's Report: Donations for Project X have exceeded \$2,000 plus the \$2,000 from Jeff's anonymous donor. Serious congratulations to Jeff for raising this sum in support of the herb garden in Phin Park. Diane completed the forms required by TD Bank confirming, "that the PCA is a Canadian organization". Don moved acceptance of the Treasurer's report. Agreed.

Committee Reports:

- **Events:** Jeff contributed \$475 to PCA for sums raised at events and sale of hoodies, after expenses were deducted. Jeff reported on several events including the Phin Park Films (Ghostbusters), Halloween Pumpkin Parade (a Donna Lee event), Kim McFadden's annual Food Drive, and the upcoming Santa Claus event, scheduled for 12 December (a Donna Lee event). The Skating Party is tentatively scheduled for 15 February, on Family Day.
- **Safety Committee:** Following an update on Safety issues, Trish moved that PCA approve drafting of two letters which Councillor Fletcher has requested. They are (1) A request for Councillor Fletcher to support the 5 points recorded in the 14 October Executive Committee minutes, after these issues have been shared with the community, and (2) A request for Councillor Fletcher to gather additional information regarding the issues which the Safety Committee Survey found to be more controversial or complex. (3) In addition, Trish moved that a letter be drafted and sent to Councillor Fletcher asking her to support an infrastructure committee pilot project in which local communities may be given approval to produce street murals at their own expense. Jeff seconded the motion and the EC agreed.

New Business:

- **Collaboration with the local Mosque:** A local resident, David Johnson, has a contact with the local Mosque, which has expressed an interest in some joint planning to strengthen communication between the Mosque community and Pocket residents. Diane moved that PCA authorizes David to proceed. Trish seconded and the meeting agreed. Don offered to help, and David will arrange a meeting for December or January to see how each community can be useful to the other.

Business Arising:

- **Artist in the Park:** Paul reported that he has prepared and submitted the Final Report to the Toronto Arts Council which is a comprehensive and exhaustive undertaking. For the funding application for summer 2016, Paul asked Michele Peterson, who has extensive experience in grants applications and fundraising, to examine the materials. She is currently doing this and will let us know shortly if she is willing to take on the upcoming application responsibilities.
- **Project X:** Jeff reported that the Engineering Department of the University of Toronto would like to assist with the design of the Herb Garden and the idea of acquiring a shipping container.
- **Neighbourhood Support and Emergency Planning:** Susan F. and Susan M. reported that their planning meetings are continuing. Susan F. moved, Diane seconded and EC agreed that PCA approve up to \$150 be spent for (1) a first aid kit and fire extinguisher, which Susan M. will buy, to be kept in the shed in Phin Park and (2) printing copies of the list of local links and telephone help lines the committee has prepared and for laminated copies to be posted on the bulletin boards in Phin Park and at 2 Phin Avenue. Copies of these telephone help lines and local links will be handed out to participants at the AGM.
- **Nomination & Election Committee:** Susan M. reported on activities and planning to date in preparation for executive elections at the AGM. They have been doing lots of outreach. This committee is composed of Lori O'Neill, Darlene Haywood, Kaye Leslie, David Langille and Susan M. The deadline for submission of names of PCA Members interested in being nominated for an Executive Committee role is 9 December. After this date, the N&EC will prepare its list of nominations for election as PCA Executives. David has received a letter suggesting that a representative of OKRA (Oakvale Avenue Residents' Association) should have a continuing position on the PCA Executive Committee. The view of this EC meeting is that the PCA Constitution & By-Laws govern election and functions of the Executive Committee members and there is no provision for standing representation from any organization since they must be elected and, once elected at an AGM, Executive members hold a one-year term.
- **Planning for AGM on Thursday 28 January 2016, 7.30 to 9.30 at St. David's Church.** Executive Members are invited to arrive to help with setup at 6.30 and the doors open at 7.00 o'clock. Jeff will arrange for refreshments. We will have a butter tart Bake-off. The agenda will be much like last year's AGM, with each committee chair having 2 minutes to outline their accomplishments for 2015 and plans for 2016. Diane will arrange for insurance. Elisa McFarlane will serve again as our Parliamentarian. We considered several potential speakers and Susan M. will approach them. Don will prepare ½ page summary handout for each participant on the motion to approve the new Nomination & Election Policy for PCA, and will move that the PCA Members at the AGM approve the policy.

Next Meeting: 13 January 2016 at 7.30 at Susan M's home.

Minutes prepared on 3 December 2015 by PCA Secretary Don Smith