

**Minutes of PCA Board of Directors Meeting
Wednesday, July 31, 2019
held at the home of Lori Zucchiatti O'Neill**

Present: Allison Evans, Coline Morrison, Daryl Boshart, Gemma Parker, Linda Blake, Lori Zucchiatti O'Neill (Chair), Nina Littman-Sharp (guest), Susan McMurray

Regrets: Dalreen Fobler, Zhiizhii Prince, Robyn Switzer

Regular Business:

1. **Welcome and introductions:** Directors and guest, Nina, introduced themselves and their roles, and our new directors Linda, Daryl, and Zhiizhii were welcomed to the Board.
2. **Review and approval of agenda:** Accepted as presented.
3. **Review and approval of minutes from June 3, 2019:** Motion to approve (with minor spelling changes) moved by Allison and agreed.

Motions raised prior to July 31, 2019:

- **June 27, 2019:** Motion to spend up to \$400 for shelving for the Phin Park shed moved by Lori, seconded by Linda, and agreed.
4. **Treasurer's report:** Treasurer's report was presented by Coline and accepted.

Transition to New Fiscal Year:

1. **What's on your plate:** Everyone briefly outlined their backgrounds and current work and non-work commitments.
2. **Not-for-profit corporation status; director & officer responsibilities:** An overview of the PCA's incorporation, the Ontario Not-for-Profit Corporations Act (ONCA), and directors' duties.
3. **Signing officers; financial best practices:** A revised version of the procedural document "Financial Best Practices" was developed by Lori and Coline prior to the meeting, presented by Coline and accepted by the Board.
4. **Meeting/communication norms:** A discussion of expectations and preferences for Board meetings and communications.

Committee Reports – What's New?

1. **Communications:** The PCA's new website design and maintenance processes are in development by the Energy and Environment Committee for the Pocket Change project, in coordination with Daryl and Gemma. Research into what the selected vendor is offering is ongoing.
 - Motion to spend up to \$63 for image editing software moved by Coline, seconded by Linda and approved.

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2. Events:

- **Wandering Spirit School Annual Pow Wow Thursday, June 20, 2019:** The PCA supported the school as a trustee, donated \$200 for supplies, invited the community on the school's behalf via online communications, and provided setup and teardown assistance.
- **Art in the Park:** The PCA is funding and supporting local artist-in-residence Jerry Silverberg's 9 week art program on Tuesdays, July 9 to August 27, 2019.
- **Neighbourhood Party:** The Planning Committee has set a tentative date for the party – Saturday, September 28; rain date Sunday, September 29. Party planning meetings are underway.

3. Fundraising: Deferred to next meeting.

4. Membership: Nothing to report.

Business Arising:

1. Pocket Change/Eco Fun Fair: Deferred to next meeting.

2. Surveying residents regarding Phin Park usage and permanent structure options:

- In the previous fiscal year, working with Eastview Neighbourhood Community Centre and Park People, we requested a \$50,000 grant for 2020 pilot programming with a temporary park structure. A large number of organizations made grant submissions this year, and regrettably, our request was not approved.
- The Board will contact Councillor Paula Fletcher for input on implementing a park user survey.

3. Liaising with TDSB and Wandering Spirit School: Deferred to next meeting.

New Business:

1. Email and Facebook communications from PCA members to Executive members:
Deferred to next meeting.

2. Concerns mentioned at AGM: safety of new path in Phin Park; raccoons on personal property: Deferred to next meeting.

3. Park tables repainted: In the spring, Coline repainted the orange Phin Park tables. Chris Sharp repaired the hardware.

- Motion to reimburse Coline \$129.32 for painting supplies moved by Gemma, seconded by Susan and approved.

Next meeting: September 19, 2019 at 7:30 p.m. at Lori Zucchiatti O'Neill's home.

Minutes prepared on August 18, 2019 by Linda Blake.