

Minutes of PCA Board of Directors Meeting
Wednesday, December 8, 2021
Via Zoom (Hosted by Lori)

Present: Daryl Boshart, Gail James, Julie Charles, Linda Blake, Lori Zucchiatti O'Neill, Martin Pollak, Michelle Kushnir

Regrets: Eadit Rokach (Chair), Marco Oved

Regular Business:

- 1. Welcome; appreciation; acknowledgement**
- 2. Review and approval of agenda:** Motion to approve by Gail, seconded by Julie. Motion to approve revised agenda by Lori and approved.
- 3. Approval of minutes from October 26, 2021 meeting:** Motion to approve by Martin, seconded by Julie. Motion to approve revised minutes by Lori, seconded by Linda and passed.
- 4. Treasurer's report:**
 - Review of four financial reports submitted by Martin: 1. Finance report for October 2021; 2. Profit & Loss for the 10-month period to 31 October, 2021; 3. Balance sheet as of 31 October, 2021; 4. Restatement of results for the 9 month period ended 30 September 2021, principally correcting an accounting error.

Committee Reports – What's New?

- 1. Communications:**
 - Daryl discussed development of a contingency plan to ensure the WordPress site remains fully operational in the event its original developer (who has advanced administrative access) moves from the Pocket.
 - The new Home Energy Science & Technology Committee will be set up for email access on the Pocket website.
- 2. Events:**
 - The Pumpkin Parade on November 1 in Phin Park had approximately 150 pumpkins and 400 people in attendance. The event, which included popcorn and hot chocolate, raised \$85 in donations. It is recommended that a minimum of three volunteers be designated to run the event in future. Circumstances did not permit promotion of PCA membership. To do so in future would require one dedicated membership volunteer and a table with ample lighting.
 - The Pocket Pop-up Sale on Saturday, December 4 was advertised via cards printed and delivered to Pocket residences by event organizers. Jen Balogh accepted the PCA's offer to help publicize the event via PCA social media. A PCA membership table was operated throughout the day by Lori, with the assistance of Ellen Titus and several Street Captains.
 - On November 20 Lori submitted a motion for the PCA to cover the cost for the Santa's Frozen Festival event up to \$100, seconded by Gail on November 21. The motion was carried on November 24. Santa's Frozen Festival Parade on December 5 was sponsored by Donna Lee and supported by the efforts of many volunteers, including an Eastview Neighbourhood Community Centre contingent and van. The parade represented diverse cultures' celebrations of the season. Photos/video of the event are posted on "The Pocket Facebook". Daryl suggested opening a Pocket YouTube account to facilitate posting videos of events. Lori will submit expense receipts to Martin for reimbursement.
- 3. Membership/membership drive:**
 - The Pocket Pop-up Sale Membership Desk garnered twenty membership renewals and two new members in person, plus six renewals and several new members on-line.
 - Lori and Julie will coordinate the year-end \$100 Big Carrot Danforth gift card draw. A winner will be drawn from all members active as of December 31, 2021.
 - Julie and Daryl will coordinate one or two membership renewal eblasts before January 1. Daryl has updated the membership sections of the Pocket website.

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4. Phin Park & Greening:

- Lori updated the Executive on the status of the herb garden wall repair, which will be reviewed in spring 2022.
- Lori reported that two popcorn machines stored in the Phin Park shed were stolen in mid-November. The shed is the property of Toronto Parks, Forestry and Recreation and Jeff Otto has reported the theft to our representative there and is following up on security measures. The PCA has authorized Jeff to purchase one new machine to replace his personal one.

5. Pocket Change and Outdoor Education Centre:

- Michelle submitted a report “Pocket Change Home Retrofit Project: Update” for the information of the Executive. The report outlines the considerable progress made in the ChangeMaker Program and identifies next steps.
- The concept of an Outdoor Education Centre was discussed. There are no immediate plans to pursue it.

6. Secretary’s Report:

- The minutes of the meeting held on August 23 require a clarification. The following clarifies what was stated under “Treasurer’s Report”, second bullet point:
“Total available cash is approximately \$16,000. Out of this sum, about \$400 is temporarily restricted in use for Kapapamahchakwew – Wandering Spirit School Pow Wow and about \$1,800 is temporarily restricted in use for the Pocket Change Project.”

Business Arising:

1. **Status/mission statement on HEST committee:** Gord and Susan Fraser have approved the suggested name of the Committee – Home Energy Science & Technology – and are willing to lead it. They have drafted an outline of the committee’s goals/operation for review/feedback by Lori and Eadit in preparation for announcing the creation of this new committee.

New Business:

1. **Community Police Liaison Committee invitation, PCA Safety Committee:** The Executive discussed participation in the Police Liaison Committee. At this time, there are no members of the Executive interesting in being a PCA representative on the Committee. Discussion will continue in 2022 with the aim of seeking a member of the PCA as a representative to join their next Committee in September.
2. **PCA swag** – deferred to next meeting
3. **Project Swallowtail; invasive weed concerns:** The Phin Park & Greening Committee will initiate a neighbourhood education campaign in late January/early February to address invasive plant concerns/encourage pollinator plants in residents’ gardens. Michelle commented that Pocket Change might be interested in participating in this campaign.
4. **Final Comments:** It is suggested that future Board meetings be extended to 2 hours in length, 7 p.m. - 9 p.m., at the time of scheduling them.