

MINUTES
Westcliffe Estate Community Association
Thursday, November 14, 2019
6:30 p.m. – 8:00 p.m.

Meeting Location: Westcliffe Community Centre, 681 Seyton Drive, Ontario, K1N 6A7

Board members present: Amy Cameron (President), Joan Wright (Vice President), William (Bill) Quinn (Treasurer, Community Building Director, Past President), Jennie-Lee Groom (Secretary), Terrilyn Walters, Colleen Ovens, Jean-Philippe Pelchat, Jacqueline Kosowskie and Kellen Lee.

Absent: N/A

Other attendees: Elizabeth Martin (community member)

	Time	Agenda item	Speaker
1.	6:30 – 6:40 p.m.	Welcome and introductions	A. Cameron and other board members
2.	6:40 – 7:00 p.m.	<p>President’s report</p> <p>(a) Board transition – J. Wright to lead the transition and the setting of Board goals for the new term, 2019 -2020.</p> <p>(b) Plans for the Christmas party (December 7, 2019)</p> <ul style="list-style-type: none"> • Xmas party planning team will be C. Ovens, A. Cameron, J. Wright and J. Groom • C. Ovens will take care of games • J. Groom has found Santa and will book if budget is approved • T. Walters will contact a photographer to see if she is available to take the Santa pics • A. Cameron will do an inventory of decorations WECA already owns to see what can be used for the party <p>(c) Board authorization of a budget for the Christmas party (Please see the proposed event budget attached)</p> <ul style="list-style-type: none"> • MOTION PASSED: Board voted in favour for \$600 xmas party budget 	A. Cameron
3.	7:00 – 7:10 p.m.	<p>Treasurer’s report</p> <p>(a) Monthly financial report - Status of revenue and expenses</p> <ul style="list-style-type: none"> • Missing cheque from Lynwood for a previous party, B. Quinn to check if he has it, A. Cameron to send email and follow up with Lynwood • Banking balance: just over \$7,000. B. Quinn has not received bank statement so he cannot give specific number 	B. Quinn

		<ul style="list-style-type: none"> • B. Quinn indicates Pinecrest Early ON is interested in signing a 5 year deal in January 2020 <p>(b) Update on outstanding invoices</p> <ul style="list-style-type: none"> • There is an outstanding invoice from Rick Chiarelli's office for the Pancake Day costs. The board is working with Rachael from his office to resolve it. 	
4.	7:40 – 7:50 p.m.	<p>Secretary's report</p> <p>(a) Update on the Neighbourhood Watch (NW) meeting</p> <ul style="list-style-type: none"> • Many active NW in Bells Corners, and we have a new Neighbourhood Officer – Const. Brown • A. Cameron is interested in joining as a street captain, J. Groom will alert her to next meeting <p>(b) Update on Moodie Bike Lane meeting with MPP Jeremy Roberts</p> <ul style="list-style-type: none"> • MPP J. Roberts supports a Multi Use Path over the Moodie Bridge. He is asking planning team to get support from Councillors and MP's so he can show support from all levels of gov. Next meeting in late Nov, another update to follow next meeting <p>(c) Schedule the Pancake Breakfast 2020</p> <ul style="list-style-type: none"> • Sunday, February 9th, 2020 <p>(d) Schedule monthly Board meetings</p> <ul style="list-style-type: none"> • Board meetings to be the 2nd Thurs of each month 	J. Groom
5.	7:10 – 7:20 p.m.	<p>VP's report</p> <p>(a) WECA Constitution</p> <ul style="list-style-type: none"> • J. Wright introduces constitution <p>(b) Meeting with board members</p> <ul style="list-style-type: none"> • J. Wright brings up plan to meet with each board member to see if there is a portfolio they are interested in taking care of. She has met with a few individuals and is scheduling talks with others. • JP. Pelchat is interested in being a Director <p>(c) Transition Plan</p> <ul style="list-style-type: none"> • Action item – B. Quinn to find the name of who the city payments are made to (50% rental, etc.) • Action item – A. Cameron to set up meeting between President, VP, Treasurer and Mr. Dunlop to find out about insurance details • Action item – A. Cameron and J. Wright will need to visit bank for signing authority 	J. Wright
6.	7:20 – 7:30 p.m.	<p>Membership update</p> <p>(a) Debrief on the membership recruitment process</p> <ul style="list-style-type: none"> • T. Walters transitions the membership list to the Secretary since it is in her portfolio via the constitution. <p>(b) Total number of current members</p> <ul style="list-style-type: none"> • Seven (7) members currently, all have paid to date 	T. Walters

		<ul style="list-style-type: none"> • T. Walters submits the \$70 for membership to the Treasurer 	
7.	7:30 – 7:40 p.m.	<p>Website update</p> <p>(a) Website update</p> <ul style="list-style-type: none"> • Webpage is active at Westcliffe.ca • C. Ovens indicates she has 62 emails that were collected at the Fun Day from members of the community 	C. Ovens
8.	7:50 – 8:00 p.m.	<p>Wrap up</p> <p>(a) Call from the Board for other agenda items for discussion</p> <ul style="list-style-type: none"> • B. Quinn indicates we need more tables, as many that we have are damaged • A. Cameron calls a vote for the purchase of 10 new tables (at approx. \$100/table, so \$1000 total) • MOTION PASSED: Board voted in favour of committing \$1000 to purchasing new tables. <p>(b) Confirm next meeting date and close the meeting</p> <ul style="list-style-type: none"> • Next meeting date Thurs Dec 12th • Meeting adjourned 	A. Cameron