

Churchill Park Clubhouse Board Meeting
January 7, 2013

**MEETING
MINUTES**

Location Dalewood Recreation Centre **Purpose:** Monthly Board Meeting

Meeting Chair: Churchill Park Clubhouse Board Co
Chairs Ira Rosen and Jim Steep

Secretary: Churchill Park Clubhouse Board
Secretary Marie Verdun

Additional Material: Royal Botanical Gardens letter – working with RBG and its lands

Please read:

Agenda Items

Item	Lead	Time
Call to Order Introductions Quorum Approval of previous meeting minutes, questions / concerns Review Agenda, approval / additional items for consideration	Co-Chairs, Ira Rosen / Jim Steep	7:00 pm

Notes:

- Minutes approved
- Quorum not met (Quorum is 7)
- Additional item for future discussion: board decision making model required, meeting rules/processes.
- Action: reduce quorum requirement when possible

<p>Brainstorming: name for facility – shortlist to 3</p> <p>Submitted names to date:</p> <ul style="list-style-type: none"> ● Churchill Field Clubhouse ● Westdale Clubhouse ● Churchill Park Clubhouse ● Stanley Roscoe Clubhouse 	<p>Facilitator: Board Secretary Marie Verdun</p>	<p>7:10 pm</p>
--	--	----------------

Notes:

- Reference to “City of Hamilton Municipal Property and Building Name Policy
- Determined that “For municipal property, parks, open spaces, and municipal buildings – a minimum of 2/3 of the owners of property or affiliated organizations support the name change within a 2 kilometre radius of the subject park, open space or public building; Signed petitions must be submitted with the application.”
- Noted that if it is a community driven renaming then the community organizations would bear the costs of new signage or other ‘launch’ costs. If the City, or its designate, initiates the name change then the City will take
- Action: Ira Rosen will confirm with Councillor McHattie the process and requirements for a naming (is this a naming or renaming?) as well as public input.
- Action: Ira Rosen to conduct a WRIT on the property at the Land Registry Office to explore ownership and any reference to name.
- Action: Jesse Williamson to explore having the naming project added to the Ward 1 participatory budget for 2014.
- Action: Jesse Williamson to explore if there is anything documented in either the establishment of the lease to the Lawn Bowling Club or the completion of the lease.
- Action, all: after process is determined, establish a Naming sub-committee.

<p>Review of HARRRP presentation, options for club house management</p>	<p>Facilitators: Board Co Chairs Ira Rosen / Jim Steep</p>	<p>7:40 pm</p>
---	--	----------------

Notes:

- Reinforcement that HARRRP is not interested in operating our building, but were here to present some insight into how their organization successfully formed and grew to operate community centers
- Discussion around the potential involvement of Seniors groups to utilize the building during the day.
- Discussion about need for putting the word out to the community to find out if there is someone who is interested in operating the building.
- **Action: Jesse Williamson to provide more information around seniors groups and assets in the Ward that could be potential users or operators (Culture and Rec Department initiative to look at Seniors assets in the Ward.**
- **Action: Jesse Williamson to bring a City staff member to the next meeting to review the RFP process for an operator and to start the RFP process.**

Review RBG guidelines for working on and near RBG owned land	Facilitator: Tys Thysmeier (if absent, Marie Verdun)	7:55 pm
--	--	---------

Notes:

- The stipulations around independent groups that use the RBG forested lands will be charged a fee.
- Agreed that the committee will continue to keep the RBG abreast of our activities and use.

Reporting on action items from December 6 meeting: Strategies to address vandalism	Facilitator: Board Co-Chair Jim Steep (action items from Jesse Williamson, Mary Louise Pigott)	8:05 pm
--	--	---------

Notes:

- Ira Rosen: update on Hamilton Police Service – indicates there was support for approaching Dalewood Middle and Westdale High School to create a mural to discourage further graffiti.
- Mary Louise Piggott: update on best practices, with examples from Dufferin Grove Park. (attachment: “Vandalism – How we deal with it”, www.dufferinpark.ca/maintenance/vandalism.html)
 - o Note that one of the best practices is to have citizens repainting and taking care of the graffiti.
 - o Mary Louise indicates that she did not find evidence that a mural would prevent graffiti although plantings (trellises, roses, hedges) do help to prevent graffiti.
 - o There is also an “anti graffiti” coating that can be used to prevent graffiti from ‘sticking’.
 - o Dufferin Park provides easy targets for vandalism to discourage from more significant damage.
- Jesse Williamson: update from City – resources are available to allow for citizens to work on the gardens and anti-graffiti.
- **Action: Jesse Williamson arrange a presentation from Adopt a Park coordinator and Graffiti Prevention director with the City of Hamilton to explore the committee Adopting the Park**

(Target April or May).

- Action: Jesse Williamson to request a sign to indicate the site is under surveillance and vandals will be prosecuted.

Terms of Reference: attendance at Board Meetings	Facilitators: Ira Rosen / Jim Steep	8:20 pm.
--	-------------------------------------	----------

Notes:

- Action: lower quorum to 5 voting members
- Discussion on attendance of community members that are not voting members – agreement “All our welcome to attend, if you have a specific item to address or add to the agenda please contact a member of the Executive.”
- Action: Marie Verdun to include a note in future emails to advertise there are still opportunities to participate on the board (ask others to redistribute)
- Motion: leave one space on the Board for a seniors member.

Close	Board Co Chairs Ira Rosen / Jim Steep	8:30 p.m.
-------	---------------------------------------	-----------

Notes:

- Next two meetings to be held at Dalewood Recreation Centre
- 7 – 8:30 p.m.
- Tuesday February 4
- Tuesday March 4
- *Meetings held the first Tuesday of each month

Misc. Information

Board Member Attendees: Ira Rosen, Kelly McKinney, Mary Louise Piggot, Diane Jamieson, Sharlene Loudon, Marie Verdun, Erin Lepischak

Observers:

Staff: Jesse Williamson

