

Churchill Park Clubhouse Board Meeting  
December 3, 2013

**AGENDA**  
and Meeting  
Minutes

**Location** Dalewood Recreation Centre  
7:30 – 9:00 p.m. **Purpose:** Monthly Board Meeting

**Meeting Chairs:** Churchill Park Clubhouse Board Co  
Chairs Ira Rosen, Jim Steep

**Secretary:** Churchill Park Clubhouse Board  
Secretary Marie Verdun

**Additional Material:** Board Terms of Reference available at meeting

**Reading:** Board Terms of Reference available at meeting

***Agenda Items***

<b>Item</b>	<b>Lead</b>	<b>Time</b>
Call to Order - Member / Community attendee Introductions (if required) - Quorum? - Approval of Agenda / Other items	Co-Chairs, Ira Rosen / Jim Steep	7:30 pm

Notes:

- Agenda approved.
- Motion to add "Construction Update" - approved (Jesse / Ira).

Presentation: <a href="#">Case Study, operating community facilities, HARRRP</a>	Introduction: Jesse Williamson Presenter: Bill Parkes, HARRRP*	7:40 pm
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Notes:

- HARRRP is a community organization, in Hamilton only
- Started as a breakfast program
- First facility became available because of a school closure (Jamesville)
- Based on a no-cost structure; community driven programming
- Now operating in a church facility, St. Peter's
- 15,000 people in 2012 and 20,000 people in 2013
- Some satellite programming for after school programs
- Financial structure:
  - o 3 people full time / 2 people part time
  - o Church charges nominal rent fee, pays utilities
  - o Funding comes from grants (Hamilton Community Foundation, Ministry of Citizenship and Immigration, United Way, Province of Ontario)
  - o Insurance is piggy backed on the Dioceses, so the cost is \$7,000 per year for a group plan
- One of the guiding principles is "this is everyone's space" (there are no contracts, no rental fees and it is truly about community)
- Challenges: securing grants
- Discussion raised: how likely is it that Westdale would receive funding? (not identified as a high need neighbourhood). There are still users who want to rent the facility and are willing to pay for the space.
- *Move to schedule further discussion/follow up in a later meeting.*

Presentation: Working with the RBG and using RBG property	Introduction: Marie Verdun Presenter: <a href="#">Tys Theysmeyer</a> , <a href="#">Head of Natural Lands</a>	8:15 pm
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Notes:

- All of the areas around the Lawn Bowling Club are owned by RBG
- They are part of a lease to the City (long term): part of the lease sets out the Lawn Bowling Club activities
- The intent is to separate the properties in order to ensure the City is responsible for the property. Right now the entire Churchill Field is owned by the RBG.
- The Aviary will always be retained by the RBG
- Churchill Park Master Plan: still in development, was not approved by the Niagara Escarpment, some changes required, not at Council yet.

- A key area of the plan was drainage
- Any work in and around the building would be cleared with the City
- If programs or activities are created that require the use of the RBG land, for example, the trails and the natural lands and if revenue is coming based on the use of the RBG land, this would have to be cleared by the RBG. Some considerations: what are the participants being charged and is their revenue being generated?
- Discussion: would the RBG be interested in running programming from the Lawn Bowling Club. Answer: potentially.
- Question: can the RBG provide a criteria or policy to the group to guide decision making.
- Action: Tys agrees to provide a letter that outlines the criteria of the RBG and policy.
- *Action, future meeting: Define the process to ensure RBG gives clearance to events.*

Brainstorming: Potential names for the clubhouse moving forward. (Set objective, process, potential names).	Facilitators: Ira Rosen / Jim Steep	8:35 pm.
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Notes:

- Objective:
  - Propose a name for the building that follows the City of Hamilton’s Naming Policy, is recognizable and differentiates the facility from Lawn Bowling, which appropriately reflects the community and the use of the building, while respecting the heritage of the neighbourhood and the original “Churchill Fields Lawn Bowling Club”. The name should be developed with and by the community.
- Process:
  - Board proposes 5 – 10 names
  - Community Consultation
  - Required?: [Page 6] Community Petition: 2/3 of the property owners within 2 kilometres of the park.
- *Action: Jesse to validate naming policy/process with the city.*
- *Action: all members submit two names for consideration for discussion at the January Meeting. Email names to [marieverdun@icloud.com](mailto:marieverdun@icloud.com).*
- City of Hamilton Naming “general guidelines”:
  - All proposed names for any municipal property of buildings shall conform to the majority of the following guidelines:
  - Names should give a sense of place, continuity, belonging and celebrate distinguishing characters and uniqueness of Hamilton;
  - Names should maintain a long-standing local area identification with residents of Hamilton;
  - Names shall be consistent with any other applicable City of Hamilton policies and standards;
  - Names which reflect or imply a reference to any of the following will not be eligible:
    - Elected officials currently in office

- Political affiliation
  - Derogatory or offensive terms or references
  - Discrimination against race, gender, ethnicity or creed
  - Duplication
  - Tobacco or alcohol products
  - Names considered inappropriate for a civic facility or inconsistent with the Mission Statement or stated Vision of the City.
- NB: Priority categories of names are:
    - 1. Geographic
    - 2. Historic
    - 3. Prominent individuals and / or organizations

Discussion: Preliminary discussion on how to develop strategies to ensure the prevention of vandalism at the site	Facilitator: Board Co Chair Ira Facilitator: Co-Chair Ira Rosen	8:50 pm.
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Notes:

- There have been consistent incidences of graffiti (some hateful in nature)
- Suggestion: incorporate something in the area to tag, i.e. designated graffiti sites
- Suggestion: Beasley Park, installed a graffiti art mural... provide an opportunity to a local program (Dalewood etc) to paint the mural.
- Tys indicates the RBG has been discussing a mural approach for some time.
- Action: Jim Steep to consult with local Police Department regarding dealing with graffiti. To report back at the next meeting.
- Action: Jesse will investigate whether a mural is possible on the back of the building and how to ensure we can make this happen.
- Action: Mary Louise will research best practices around dealing with graffiti

Additional Item: Construction Update	Jesse	9:05 pm.
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Notes:

- Windows in. At the moment, on schedule for opening again in January – initial date was January 1, 2014.

Close	Board Co Chairs Ira Rosen / Jim Steep	9:10 pm.

## ***Misc. Information***

**Board Member Attendees:** Erin Lepischak, Kristen West, Mary Louise Piggot, Spencer Snowling, Diane Jamieson, Ira Rosen, Jim Steep

**Observers:**

**Staff / Presenters:** Bill Parkes  
Tys Theismeyer  
Jesse Williamson

\*HARRRP is a non-profit, charitable organization that runs community centres in specific Hamilton neighbourhoods that provide free programs and services to help residents deal with the impact of poverty and other challenges. Learn more at <http://harrrp.ca/>