



MANOTICK VILLAGE & COMMUNITY ASSOCIATION

Special Meeting Minutes - Approved

Tuesday, July 26th. 2022

7 pm – 8 pm

Online Zoom Meeting

In Attendance:

- Irene Staron, *President* (IS)
- Theresa Roberts, *VP Events* (TR)
- Zachary King, *Treasurer* (ZK)
- Bonnie Gray, *Director of Membership* (BG)
- Leeanne Van der Burgt, *Director Communications* (LV)
- Doug Valerio, *Secretary* (DV)

Guests:

Apologies:

- Steve Levecque *Director Transportation* (SL)
- Peggy St. John Member at Large (PS)

Meeting called to order, 7:00 pm

ITEMS

1	Special Meeting
	<ol style="list-style-type: none"> 1. The meeting was opened by the Chair. IS brought our attention to the purpose of the special meeting to discuss some issues arising over the Derby which needed some decisions that were time sensitive. The discussion lead was handed to LV 2. LV raised some questions regarding the existing waiver form that we inherited from the previous organizers. The concern was the waiver was not comprehensive enough. The other main issue was the desire to have all volunteers Police checked. 3. Grace Thrasher, former Board President was consulted to give some understanding of prior Derbies and how we were covered in our processes. GT believed that the waiver we have on our website has been in the past sufficient and would also cover the Derby. 4. There was much discussion around the merits of continuing with the processes we have inherited that have worked to date vs. revising the processes now that the MVCA has full responsibility for the event. 5. Regarding the waiver, the consensus of the Board was to engage a Lawyer to write up a more comprehensive waiver. The rationale for this was that while, the existing waiver has been in place, it has not been tested in a case brought against the organizers.

<p>6. It was decided the timeframe for organizing the event is too short for getting Police checks this year. Most of the volunteers will be from the Kiwanis and their members all have Police checks in place. Volunteer Police checks will be require for next year and the MVCA will give ample time to send out letters to the volunteers so the check will not incur a fee.</p> <p>7. Between now and next year’s Derby, the MVCA will work on child protection policies and procedures. For this year, it will be a requirement for children entered in the race, to be supervised by a parent or guardian at all times. This will mitigate much of our risk and liability.</p> <p>8. Another issue arising was the need to have a media permission form for the event. It was decided that parents and guardians would need to sign a form giving permission for names and photos of the participants to be published. There will be a provision to opt out.</p>				
<p>Motion: The Board to pre-approve \$250 for a Lawyer to write up a new waiver and media opt out form for the Derby this year.</p>				
Moved:	BG	Second:	TR	Carried
2	Correspondence In			
<p>1. A letter of thanks was received from Anne Cronin of Canada Guide Dogs, dated July 20th 2022, thanking the MVCA for delivering the donations collected by the Garage Sale participants.</p>				
10	Motion to adjourn the Meeting:			
Moved:	IS	Second:	LV	Carried

Meeting Adjourned, 7:38 pm

NEXT MEETING: , 2022-09-13

Minutes Approved:

Irene Staron; President

Date: 2022-09-13