



**Board of Directors Draft Meeting Agenda
Monday, December 2nd
5480 West River Drive, Manotick**

Call to order 7:13 pm

Present: Leeanne, Bonnie, Catherine, Randy, Lesley, Jenny, Dave

Regrets: Irene

1. Approval of the Agenda

Moved: Lesley

Seconded: Randy

Vote: Carried

2. Approval of Minutes of November 13, 2024

Two modifications were made to the draft minutes: Catherine should be listed in Regrets, and Item 8 was not Events but Rather Outreach. The modified minutes were considered.

Moved: Leeanne

Seconded: Jenny

Vote: Carried

3. Financial Report

The Finance Report could not be presented as the bank statement had not been received.

There was a discussion on items that should be included in the 2025 Budget. A number of expenses were confirmed and some identified whose amount was still not known. The unknown amounts will be determined and transmitted to Randy so he can circulate a 2025 budget prior to the January board meeting. It appears that there may be a deficit of \$1600 to \$2000.

Motion: To reinvest the funds in our cashable GIC, which is coming due for another year.

Moved: Leeanne

Seconded: Jenny

Vote: Carried

4. President's Report

Previously circulated.

5. Communications

No report. The November report will be circulated along with the December report prior to the January Board meeting.

6. Membership

Report previously circulated.

Notices re membership renewals are to go out next week. Some issues have come to light with respect to members who have moved.

7. Wellness and Accessibility Report

No report.

8. Transportation Report

The committee did not meet. No Report.

9. Governance

No report. The committee will meet tomorrow (December 3rd).

Dave noted that approval will be sought for the draft Terms of Reference documents for the Transportation, Membership and Governance committees at the January Board meeting.

10. Other Business

Meet The Board

A number of options for a Meet the Board event were discussed. Since we are well into the board's year it was felt that it would be best to have the event after in early June after the AGM. There is the possibility of having 2 new board members after the AGM.

Community Coordination

We have received very positive comments about the community coordination meeting we held earlier in the Fall. Many would like to have a follow on continuation of that get together, finding so valuable.

11. Motion to Adjourn at 7:45 pm

Moved: Dave

Seconded: Bonnie

MANOTICK VILLAGE AND COMMUNITY ASSOCIATION

Treasurer's Report

As at Nov 31, 2024

Opening Balance RBC as of 01 Nov 2024		<u>\$16,483.19</u>
Revenue		
Membership	\$	115.00
Memberships from Square	\$	375.00
GIC Maturity interest	\$	817.50
Matured GIC	\$	15000.00
	Total Revenue	<u>\$ 16,307.50</u>
Expenses		
Square Expense on transactions	\$	14.36
Event Expenses		
- Picnic in the Park (room rental) #812	\$	93.18
Association Expense (Outreach) #813	\$	888.46
Bank fee	\$	<u>7.35</u>
Total Expenses		<u>\$ 1,003.35</u>
Closing Balance RBC as at 30 Nov 2024		<u>\$31,787.34</u>

Additional Funding details

Investments

GIC	0.00
Closing MVCA balance	<u>\$ 31,787.34</u>

Committed (Cheques Not Cashd Yet in Nov)

Cash Boxes

Membership cash box - \$(as of 30 Nov 2024)	\$ 100.00
Events cash box – \$(as of 30 Nov 2024)	\$ 184.50
Total Available Funds (as of 30 Nov 2024)	<u>\$ 36,767.69</u>



November 2024
President's Report

Attended the opening reception at the Rural Summit on November 2.

Worked with Bonnie Gray and Jenny Murphy on the MVCA communication to Members and public.

Spoke with a member of the residents' advocacy group several times regarding updates on their project and possible collaborations on the truck file in the future.

Met with Communal regarding the transition to the CRM to discuss the progress.

Attended the monthly BIA meeting.

Created the online registration form for the Holiday Decorating Contest and the voting portals for People's Choice and Kids' Choice.

Attended the Remembrance Day ceremony in Manotick and laid the wreath on behalf of Manotick Village & Community Association.

Wrote the funding application for Celebrate Canada fund available through Canadian Heritage for a possible Canada Day event in Manotick in 2025.

Attended the Ward Council Meeting for Ward 21.

Attended the Tree Lighting ceremony as part of the events for Christmas in the Village.



Membership & VP Report MVCA November 2024

	New Single Memberships	New Family Memberships	Renewal Notices Sent Out	Single Renewals	Family Renewals
October/Nov 6, '24	7	3	60	11	15
<ul style="list-style-type: none"> • Paid Up Members as of Oct. 31: 412 Some of these are Family Membership with only one name on our list Note: this includes 12 Nov. membership • 13 Non renewals from September 					

- Added & updated October/November renewal & new member info,
- Sent out 1st (41) 2nd (19) added (15) to the Inactive list Oct 16, 2024
- Completed the ordering for Board Name tags which arrived in time for Women's Day.
- Oct 16 & Nov 5 – Attended Governance Committee Mtgs. Working on Terms of Reference for committees, Transportation, Governance & Membership.
- Oct 21 – Mtg with David H & LEEANNE regarding Governance
- Oct 22 – Attended the Manotick Community Collaboration Mtg. led by LEEANNE at the Legion. Well worthwhile, all agreed to meeting again. Notes were taken and will be distributed to all once correlated. LEEANNE will report on mtg.
- Oct 30 – Attended Transportation Committee Mtg. Discussion on the 2023 traffic study and how we should format it & discussion on who we should present it to. No real stats for comparison from the 2021 traffic study. Nancy H is working on the first draft.
- Oct 31 – Attended the MBIA Mtg with LEEANNE & Catherine. Discussion focused on Christmas in the Village. MVCA will be participating in the Parade & hosting the Christmas Community Decorating Contest again this year.
- Nov 2 am – Attended the Rural Summit 2024 City of Ottawa presentation. Very informative and with the announcement of the Mayor's 10 "Rural Solutions" and the promise of increased decision-making power for ARAC, it is a good start for more rural autonomy.
- Nov 2 pm – Women's Day was an overwhelming success. 500 Lip balms had been ordered and went over very well. Plenty left over for Shiverfest. Our draw for 4 \$50 Manotick bucks was well received. The winners were; Non Members: Patricia R, & Francine VW, Members: Greg H & Dana S. Big THANK YOU to Catherine & Lesley for manning the booth and making the day a great experience for the ladies. An even BIGGER ROUND OF APPLAUSE for signing up 9 new members!!
- Contributed to the Newsletter and the Village Voice, along with producing an enriched version of the Mayor's "Rural Solutions" for the website.

Respectfully submitted,
 Bonnie Gray
 MVCA VP, Director of Community Outreach
 Interim Director of Membership
 (h) 613.692.4436



Membership & VP Report MVCA December 2024



	New Single Memberships	New Family Memberships	Renewal Notices Sent Out	Single Renewals	Family Renewals
Nov 6-Dec 2, '24			0		2

- Paid Up Members as of Nov 30: 412 Some of these are Family Membership with only one name on our list Note: this includes 12 Nov. membership
- 19 Non renewals from October

- Added & updated November renewal & new member info,
- Working on Governance Committee Mtgs. Working on Terms of Reference for committees, Transportation,
- Nov 25 Attended Ward 21 Council
- Coordinating bus for Festival of Lights with Manotick Place,
- Contributed to the Newsletter.

Respectfully submitted,

Bonnie Gray
 MVCA VP, Director of Community Outreach
 Interim Director of Membership
 (h) 613.692.4436