

## MGPDOA Board Minutes

May 15, 2012

Held at the Machovec residence, 39 Winslow Drive

### Those in attendance:

Jones-Smith, Rosalyn (member-at-large)

Lang, Colin (member-at-large)

Little, Cindy (member-at-large)

Machovec, Frank (secretary-treasurer)

Machovec, Jacquie (member-at-large)

Unrau, Kim (member-at-large)

### Regrets:

Hubka, Bardee (member-at-large)

Manley-Tannis, Richard (co-chair)

Pucknell, Lance (co-chair)

Tree, Michelle (member-at-large)

Note: The meeting was chaired by Frank Machovec in the absence of the co-chairs.

1. The meeting came to order at 19:10
2. The minutes of the meeting of March 24 meeting were accepted as circulated (motion Lang, seconded by Kim Unrau, carried).
3. Frank Machovec reported that the current bank balance is \$3855.31, and we have an additional \$50.00 in petty cash. It was noted that we need to pay the renewal fee for directors' liability insurance. We should soon receive an influx of memberships fees and donations at the upcoming barbeque/membership drive. It was moved by Colin Lang, seconded by Cindy Little, that we pay the \$600 renewal fee for the insurance; motion carried. Some discussion took place about the necessity for and cost of the directors' insurance. Colin Lang will make inquiries about the latter topics to guide future discussions.
4. Frank Machovec reported on the meeting regarding the proposed dog etiquette brochure. Some editorial changes were recommended, and these changes will be communicated to the working committee and added to the draft brochure. It was suggested that the new dog etiquette brochure replace the existing City "Rules for Off-leash Dog Parks" brochure and be distributed with dog license renewal mailings.
5. Kim Unrau initiated discussion about the details for the upcoming barbeque/membership drive event. The list of necessary food, prize, and other items was reviewed and duties were assigned. Set up for the event will be at 10:00 A.M., on Saturday, May 26, and the actual event will be from 11:00 A.M. to 2 P.M.

Further arrangements for the event will be coordinated by email. Frank Machovec will distribute an email note to members about the event, and Cindy Little will create a poster.

6. Frank Machovec brought up the need for succession planning for the co-chair, secretary, and treasurer positions. Existing at-large board members were urged to consider a greater role. Colin Lang expressed interest in serving as Treasurer, and Cindy Little is potentially interested in the secretary's duties.

7. Discussion took place about the master plan submitted by landscape architect Dean Spearman and the need to ascertain park users' wishes regarding elements in the plan. It was agreed that we have an action plan for discussion at the Fall annual general meeting.

Cindy Little and Kim Unrau will devise a survey to measure members' interest in major issues such as provision of water, protective fencing, improvements to the parking area, washrooms, trail improvements, lighting, etc. The survey will be created and distributed as soon as possible so that we can plan for the annual general meeting and perform any necessary follow-up.

Frank Machovec is to arrange a meeting with Jonina Ewart to discuss funding options, City receptivity to certain improvements (water, power, benches, tables, etc.), and the extent of work that can be done by volunteers (as opposed to City workers or contractors). Colin Lang volunteered to attend such a meeting.

A copy of the landscape plan and cost summary is to be placed on the bulletin board at the park.

8. New business:

Cindy Little asked about the possibility of performing tree banding on elm trees in the park. Follow-up on this topic will be done by Frank Machovec and Rosalyn Jones-Smith.

It was agreed that we should locate one of our litter bins near the entrance to the small dog enclosure.

9. The meeting was adjourned at 21:15

Respectfully submitted,

Frank Machovec  
Secretary-Treasurer