

December 14, 2010, 7:00 to 9:00 p.m.

In Attendance: Margot Menna, Nadine Fox, Tracey Leonard, Greg Patacairk, Hardy Mahadeo and Wayne Carroll

Meeting adjourned: 9:00 p.m.

1) Introduction/Review of previous month's action items	Tracey	<ul style="list-style-type: none"> - Not necessary, no new people in attendance. - Senior Workshop - Looking in to funding all seniors interested not just a few. - All purchases made that were agreed upon in November (chairs, kitchen supplies, etc. except for the dolly) 	<ul style="list-style-type: none"> - Tracey will pick-up a fridge thermometer required for snack bar usage. - Wayne to pick up the dolly.
2) Heritage Application - Signatures Required	Nadine	<ul style="list-style-type: none"> - Nadine needed signatures for the heritage application funding - completed. Same funding being requested as last year 	
3) Annual Report 2009	Margot	<ul style="list-style-type: none"> - Update of PowerPoint presentation required. 	<ul style="list-style-type: none"> - Margot will work on the update and distribute presentation to all members for their review and input.
4) Hockey Update	Wayne	<ul style="list-style-type: none"> - There were 36-38 players registered for the outdoor hockey league at time of meeting. - Wayne received a quote to purchase new team jerseys. 	<ul style="list-style-type: none"> - Wayne will proceed with purchase of jerseys.
5) Ice Contract Update	Wayne	<ul style="list-style-type: none"> - Tom Wilson won the ice contract. He was the only one who responded to the ice tender 	
6) Youth Drop-in Update	Margot	<ul style="list-style-type: none"> - The drop-in is a success with an average of 12 children per week in attendance. 	<ul style="list-style-type: none"> - Margot will send a notice that the drop in will be closed Christmas Eve. - Once the rink hours commence the youth drop-in will be available whenever the building is open (except for Thursday and Sunday nights).
7) Content Insurance	Greg	<ul style="list-style-type: none"> - It was noted that the DCC does not have any content insurance and should look into getting some. 	<ul style="list-style-type: none"> - Nadine will follow-up with getting quotes from different companies. - Margot will walk around the premises and take a video of the DCC contents.
8) Signage	Greg	<ul style="list-style-type: none"> - It was noted that more research is required to see what is and isn't allowed for our signage. (by-laws etc.) 	<ul style="list-style-type: none"> - Hardy will take a look at the signage bi-laws to see what options we have.

9) Police Reporting	Greg	- A brief discussion took place on the incident reporting process and it was noted that we should also have a policies and procedures in place for the whole operation of the community centre as well.	- Greg will email the procedures for reporting to all committee members. - Hardy will research and document all community centre policies and procedures and we will review at a future meeting.
10) Soccer Field Pricing	Greg	Leveling of field for 2 cross-wise mini fields has been completed. Grass seed was not laid, as it was too late in the season. Will need to be done in the spring.	- Greg offered to seed the field in the Spring.
11) Welcome Packages	Greg	- We had a discussion of offering a Welcome Package that has been successful with the Constance Bay CC, however it was decided that we will not provide this at this time. Perhaps in future we could look at getting a social director added to our committee.	- Future action plan - add a social director to the committee.
12) Bookings	Greg	- Greg mentioned that the City of Ottawa has offered to handle bookings of DCC. Margot will discuss with the city but it is generally felt that we would like to keep control of the bookings ourselves.	
13) Boot Camp Room Rental	Nadine	Bootcamp dates will change to Sunday and Thursday starting	all agreed - don't want to interfere with public skating schedule
Miscellaneous		- No DCA meeting in January, 2011. - AGM meeting will be March 8, 2011.	- Wayne will place the AGM notice ad in the West Carleton review in early February (30 days notice required).