

Present

Jennifer Black;, Chandra Thomas, Lisa Dare, Danysha Harriott

Regrets: Isabelle Jankovic, Kirstin Blair

Guests: Elena Nechushkina

• **Follow up on action items:**

- Kirsty/Chandra/Jenn to put together a list of business leaders & organize a brainstorming session with them.
- Kirsty to designate a lead amongst ourselves for certain areas.
- Kirsty to develop/share a spreadsheet to keep track. – Spread sheet is in Engagement Drive
- Isabelle to order cards to distribute to businesses.
- Jenn and Kirsty to meet with BIA contact. - Jenn has meeting scheduled with Inglewood BIA rep and City BIA contact.
- Jenn to follow up with Beakerhead contact - completed.
- Jenn to follow up with Kate Zago at the City to find out if we can borrow giant board games (Jenga, etc.) – completed.
- Isabelle to book date in January to secure date for Community Clean-Up.
- Jenn to share RFP through various partners / mediums. - completed
- Jenn to compile all the feedback from the AGM into a report in time for the newsletter. - completed
- Jenn to get Ryan project list for this year, RFP, and draft budget so he can start to work on securing grants - completed.
- Danysha to look into proposed promotional ideas - ongoing

• **New Business/ Updated items**

1. Proposal evaluation – Jenn
 - [in camera – sensitive HR discussion]

2. Christmas party - Lisa
 - Date has been chosen as Sunday, Dec 3, 2017 from 1pm to 4pm . An article about the party was submitted but as of the typing of these minutes it is now apparent that it was omitted from the November edition of the newsletter.
 - Lisa will be able to take on the task of organizing the party.
 - Keep much of the format much the same as 2016 with:
 - cookie exchange
 - a craft/activity table for the kids
 - local vendors/craft market tables
 - music using the sound system we borrowed from Tuxedo
 - Forgo having Santa as the kids seemed to enjoy the other activities.
 - Danysha has developed a poster and is working on a publicity plan focusing around organizations within our community.

Action: contact Brenda to see about getting rec leaders for additional children's activities. Lisa
Action: arrange to have the Food bank bring a donation box as non members are asked to bring a donation for entry. Lisa

3. Newsletter

- The engagement committee supports moving the deadline earlier so that there is more time to review/coordinate content prior to Great West's deadline.
- The engagement committee will work to develop an ongoing content plan for the next year.
- The engagement committee would like to review the proofs prior to publication
Action: Jennifer to be to board sponsor for the newsletter and to take the lead on communicating these decisions to Elizabeth until Danysha is up to speed and ready to take this on.
 - Submissions:
 - Jenn will be submitting a restaurant review on Shikiji as well as an article on sticky streets
 - Chandra will submit her traffic report focusing on the crossing flag kits
 - Danysha will submit an article on upcoming events
 - Elena was encouraged to connect with Elyse and submit an article on gardening or sustainability in our community.

4. Elena's involvement

- Elena is interested in the volunteer coordinator position. Additionally, she is interested in the community garden, gardening and sustainability in our community. She expressed an interest in connecting with the Crescent Heights High School contact about helping with tending the student garden. Action: Jenn will connect Elena with Elyse and Carolyn (other community residents with similar interests)

- Adjournment:
- Next meeting: Thursday, **November 23, 2017** at 7:30 pm **Reports and agenda items due before 12 pm on Saturday, November 18.**
- **Newsletter content due November 9.**