



## Minutes of the OEVCA Executive Meeting

Sunday, January 11, 2015

2:30 – 4:00pm

Life\*Spin Living Room, 868 Dundas St.

**Voting members of the executive present: Jennifer Diplock (Past-President); Joel Eckert; Greg Fowler; Jacalyn Grabowski (Treasurer); Kristina Greenaway Courey (President/Chair); Ellen Husk (Vice-President); Rodger Moran; Guido Mulder; Carole Perraud Joly; Bruce Rankin; Paul Seale (Secretary)**

**Regrets: Oliver Godbout; Susan Toth**

**Executive members *ex officio* present: Lewis Seale (*OEV NEWS*); Benjamin Vazquez (East London Historical Society)**

**Executive members *ex officio* absent: Mike Courey (OEV Block Party);**

**2:30 Kristina's opening remarks**

**2:40 Moved and carried that the draft minutes of Dec 8<sup>th</sup> meeting be approved. Paul will forward to Scott Howard for posting on association website**

**2:45 Discussion of "Tactics" and official approval of Strategic Plan for 2015.**

Paul to provide a summary of Vision, Mission, Strategies, and Tactics by Tuesday for review and discussion before they are finalized as the content of our Feb 5<sup>th</sup> presentation. (Attached.)

**3:10 A discussion about donations made at the OEV Block Party and Fall Fest**

Jacalyn points out that "donations" collected at the Block Party and Fall Fest were made to jars marked "Donations" with no account of whether the donations were earmarked for those events or were for the OEVCA's general operations.

Kristina points out that, historically, the Block Party has collected donations toward future block parties, and that donors may have believed they were doing as before.

Paul points out that the same or similarly marked jars have also been in use at the Historical Symposium and at Engage London and that, since the OEVCA now funds the Block Party anyway, it may be safer to put the money into the general coffers until it is requisitioned by the Block Party.

**Moved and carried that donations received at the OEV Block Party and Fall Fest will be assigned to the general coffers with an understanding that the Block Party will be requisitioning an amount equal to or greater than those funds when needed.**

At Greg's suggestion, it is also **resolved that**, at future events, **donation jars will be clearly marked so that donors are clear about what they are supporting.** N.B. The group did not specify what those markings will show.

**Current financial statement circulated by Jacalyn and attached to these minutes.** (Revised statement for 2014 attached.)

Jacalyn warns that expenditures are not being supported by income and that there may be a cash shortfall before long.

**3:15 Kristina reports that Susan has agreed to facilitate a constitutional review in 2015.**

**3:20 The OEVCA needs space to store its physical property and needs to recover some items that have gone astray, Aeolian Hall having proved an unsatisfactory solution.**

**Rodger to contact the BIA about the possibility of storing items at its offices.**

**Ellen to explore self-storage opportunities close to the neighbourhood.**

**Kristina to have Michael check whether tent loaned to Sandy White during was recovered.**

### **Committee Updates**

**3:25 Rodger reports that the Economic Development Committee** is still in formation, but that Oliver has met with Sarah Merritt of the OEV BIA. As an outcome of that meeting, the facilitators expect that the committee will serve a supporting role to the BIA and find opportunities to support its work.

The first “projects” are imagined to be 1) the compilation of a local business directory and 2) a BIA/OEVCA mixer of some kind. Ontario SEO has also approached the OEVCA about doing a presentation. Kristina notes that she has proposed March.

Paul points out that Greg has been assembling a directory of neighbourhood businesses to facilitate his role with the Welcome Basket Program. There are questions about whether this information can be shared publicly, since it is not known whether email addresses were gathered from published sources. **Greg will forward the document to the EDC and, amongst them, they will check each email address for privacy concerns by the Feb 8<sup>th</sup> meeting of the exec.**

As the EDC itself has not yet been formed, **Rodger and the other facilitators will make a call for interested parties so that the committee can form its membership, elect its chair, and return to work on Terms of Reference.**

**Rodger will forward the date of first meeting to the OEV News for inclusion in the next edition.**

**3:35 Carole reports that the Social Committee** needs \$200 for Patrick Dunham to cater the soirée and \$126 for a sound technician. Motion to approve the request carried.

**Mike Courey has volunteered to co-chair the Social Committee, to be ratified by the committee at its next meeting.**

The Social Committee continues to work on the Healthy Hearts Festival for the first week of May. The LIHC and the OEV Safety Team are both involved also.

The Social Committee has called a Block Party organizing meeting for 7pm, Thursday, January 15 at the Carson Branch Library. **They may wish to change the tentative event date and hope to co-ordinate with the Community Yard Sale.**

**The Social Committee is hoping to create event-planning guidelines so that a greater number of people can serve as project leads for particular events.**

**3:40 Ellen reports that she and Jacalyn will meet to bring the SPARKS container garden project under the auspices of the Sustainable Living Committee. They will prepare a presentation of the project for the Feb 5 general meeting.**

**3:45 Joel reports that the Communications and Public Relations Committee will be re-scheduling its January meeting and will be creating a Doodle poll for availability. The focus continues to be on generating collaborative tools, and the committee will circulate a “job description” for the approved post of media officer.**

**3:50 Benjamin reports that the Historical Society has compiled an inventory of industrial sites with heritage implications and is awaiting review before seeking to publish it as an OEVCA document.**

He has enough registrants to proceed with the Junior Historical Society but could use more participants. **He will contact EA or other personnel at Lorne Ave to see if they can identify good candidates.**

**3:55 Ellen reports that the Neighbourhood Data Committee will be posting an article on the OEVCA website summarizing the neighbourhood survey conducted in the autumn of 2014.**

**3:58 Lewis reports the next edition of the *OEV News* will be out in the 3<sup>rd</sup> week of January and reminds all of the coming deadlines.**

**3:59 Members of the OEV Safety Team note that there are events in the planning. Paul requests that they forward information about events to him for inclusion in the bi-weekly OEVCA member message.**

**Next executive meeting: Sunday, Feb 8, 2:30-4pm, Life\*Spin Living Room, 868 Dundas St.**

## **Old East Village Community Association “Annual Statement of Purpose” to be presented to the general membership, February 5, 2015**

From our constitution:

### Our Vision

- The OEVCA will focus on aiding and empowering residents of our neighbourhood through advocacy, education and community involvement in order to establish a positive and healthy relationship with each other and with our city.

### Our Purpose

- The purpose of the Association is to promote, facilitate, co-ordinate, support or undertake activities that will enhance the quality of life and the local environment of Old East Village including, but not limited to, the following:
  - (i) to bring residents together through social activities, educational opportunities and structured OEVCA committees and meetings so that the members of the community can build strong and enduring ties with one another.
  - (ii) to maintain the residential and heritage character of Old East Village.
  - (iii) to provide a vehicle for public participation in the preservation and enhancement of those unique qualities that have come to characterize Old East Village.
  - (iv) to work towards the creation of an Old East Village Neighbourhood Plan, a vision document that will identify and prioritize the needs of the neighbourhood and, through public participation, develop an Action Plan to meet these needs.
  - (v) to advocate on behalf of the neighbourhood with the City of London for effective and timely bylaw enforcement and building standard monitoring processes.
  - (vi) to act without partisanship in the best interests of our community.

### Annual Statement of Purposes

- In addition to these general purposes, the Executive Committee at or near the beginning of each year shall adopt by majority vote a broad statement of Association goals for that year; and no later than the second General Meeting of the year, the President shall present said statement to the membership for debate, amendments if any, and adoption by majority vote.

## **The OEVCA’s Vision, Mission, Strategy, and Tactics for 2015:**

### What is the Vision of the OEVCA 2015?

A community where residents are connected to each other, to community opportunities, to the local economy, and to the city at large.

### What is the Mission of the OEVCA in 2015?

Make it easy and rewarding for every resident and friend of the Old East Village to engage with and contribute to community-identified priorities, including local economic development, sustainable living, safe living, arts & culture, and historical preservation.

Strategies and Tactics the OEVCA will use to achieve this Mission so that the OEV can live this vision in 2015.

1. Manage outward communication by becoming more aware of how to frame discussions about our community and how we are described to others.
  - The OEVCA's Communications and Public Relations Committee is assembling a mailing list of media contacts and developing a media kit for distribution to those contacts.
  - The executive has empowered the Communications Committee to appoint a volunteer media officer to direct media to appropriate spokespeople. The media officer will assume this function immediately.
2. Provide opportunities to listen to the community through public consultation.
  - The OEVCA's Neighbourhood Data Committee has conducted a community survey to help inform this year's strategic plan and posted the findings to the association website.
  - The association remains committed to holding regular general meetings, at least three per year.
3. Continue to use the committee structure to draw from the membership and neighbourhood to increase engagement and contributions.
  - Keep committee pages on the OEVCA website updated with opportunities for involvement.
  - Keep all committees open to new members at all times and use social media to remind the membership and all residents of opportunities to join working committees.
4. Liaise and partner with local services and business networks (especially the BIA) to identify priorities and opportunities for local economic development.
  - The OEVCA is striking an Economic Development Committee and is working with the BIA to assist in neighbourhood economic development, including the development of an updated business directory.
  - The OEVCA will invite other individuals and organizations to make presentations to the executive and general membership.
5. Liaise with and support the implementation of the neighbourhood safety plan.
  - The OEVCA will receive quarterly reports from members of the OEV Safety Team and consider all opportunities to assist in the implementation process.
  - The OEVCA will encourage the OEV Safety Team to call on the resources of the association (e.g., email messages to members) when promoting new initiatives.
6. Seize and create opportunities to lead or engage in processes that change the physical make-up of the neighbourhood, including Lorne Ave School, the Embassy site, Queens Park, the Smoke Stack District, and LIHC.
  - The President of the OEVCA will attend (or delegate someone to attend and report on) all public participation meetings to do with these projects or sites.
  - The Historical Society will continue to take a leading role in heightening awareness of those sites that are of historical and/or heritage value.

### Roles & Accountabilities

- Executive: Decision makers, vote on recommendations for bylaw/constitutional
- Committee Chairs: Vote on committee work, development and execution of initiatives/tactics/programs at committee level
- Membership: Who we work for and with, participants and directors of association work. Members are paid members (subsidies available), and vote on Executive and constitutional changes.

### Committee Structure and Accountabilities

- Committees make recommendations to the executive and will execute tasks and approved tactics that help to achieve the vision and mission of the OEVCA.
- Committees will be organized by 'facilitators' appointed by the OEVCA Executive Committee.
- 'Chairs' of each committee will be voted upon by the members of that committee and will be *ex officio* members of the Executive Committee (without voting privileges).
- Where possible, committees will elect co-chairs so that at least one of the co-chairs is a member of the sitting OEVCA executive.
- A committee chair or facilitator or other delegate will provide updates at monthly meetings of the executive when applicable or when asked.
- Committees will keep records of work, decisions, and recommendations.

# Committee Structure



# Old East Village Community Association

## Annual Report

2014

	Revenue	Expenses	Net
<b>Balance carried forward from 2013</b>			<b>7081.26</b>
Donations	70.50		70.50
cash donations from block party	458.30		458.30
OEVCA Memberships	1410.00		1410.00
Urban League Membership		100.00	(100.00)
Interest	11.87		11.87
3 Newsletters	3044.04	3420.74	(376.70)
T-shirts	640.10	269.84	370.26
3 General Meetings		678.19	(678.19)
Block Party	3000.00	4362.44	(1362.44)
Heritage Day	640.00	539.13	100.87
Compost Sale	\$694.50	\$130.00	564.50
Training		720.00	(720.00)
Summerfest Grant	4950.00		4950.00
<b>Total Revenue</b>	<b>14919.31</b>		
<b>Total Expenses</b>		<b>10220.34</b>	
	240.00	240.00	
<b>Balance as of Dec 31, 2014</b>			<b>\$11,780.23</b>

### Ear marked funds

<b>Block Party grant &amp; sponsorship</b>	<b>\$1,208.04</b>
<b>Summerfest 2015 grant</b>	<b>\$4,950.00</b>
<b>Walk to Shop grant</b>	<b>\$1,390.00</b>
<b>Heritage Day Grant &amp; Fundraising</b>	<b>\$100.87</b>
<b>Total</b>	<b>\$7,648.91</b>

<b>Funds available</b>	<b>\$4,131.32</b>
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### Assets

Painting	\$350.00
Libro Membership Share	\$50.00