

## MINUTES OF THE BHCA EXECUTIVE BOARD MEETING

Tuesday, May 27<sup>th</sup>, 2025

1. Quorum and Call to Order (6:38pm at Cuppa Chico)

**PRESENT:** Julie Valiant-Saunders, Mike Hood, Maria Sievers, Nancy Robertson, Donna Kind, Nancy Westran, Cass Ryan, Janis Parry-Hood

**ABSENT:** J.P Lalonde

2. **Minutes Approved**

3. **Agenda adopted**

- a. Unanimous.

4. **First item on the agenda**

- a. Discussion/voting Donna Kind into communications position.
- b. Communications position vacant →

5. **President to alter the constitution**

- a. for the boundaries
- b. To include DeLong Street.

6. **Financials—summary**

- a. \$15200.02 balance.
- b. Memberships—\$216.
- c. Permit issued by city for rental of two rooms at BHNCC for July 1st
- d. \$40 in professional fees—membership in Federation Community Association, which provided link to city of Ottawa for BHCA insurance coverage.
- e. Still must pay for the director's liability—approx. \$900.
- f. \$23 in stripe fees.
- g. Paid Jeff Kaluski for domain name for the website.
- h. Contingency fund—using for meetings.

### Old business

7. **Eco chairs**

- a. garlic mustard—discussion about how to, as a community, tackle this invasive plant.
- b. Maria Seivers to post information on FB.

8. **May 31<sup>st</sup> Garage sale signs**

- a. Successfully put out by Mike Hood—some were moved by the public.
- b. Bylaw was contacted by a community member.
- c. Janis Parry-Hood discussed a sign pollution by law that exists.
- d. Solutions were found.

9. **Community Association tent**

- a. In our possession now.

**10. New bank account**

- a. Not yet researched.
- b. To be continued

**11. Insurance Update**

- a. **Commercial General Liability Insurance Certificate – email from Marsh.**  
“We have received approval from the City of Ottawa to bind the policy based on the quote provided by the insurer. Our goal is to issue the certificate of Insurance before June 1<sup>st</sup>.“

**New Business**

**12. Donna Kind—Communication Position.**

- a. Met quorum—unanimously approved.
- b. Full Board achieved.

**13. Constitution**

- a. To be emailed to all board members to

**14. Facebook group**

- a. Vitor DeMello—has created a garage sale group.
- b. Would like to give it to the BHCA.
- c. Good venue to remind others about the community garage sales.
- d. Can link the interactive map into the group.
  - i. Vote unanimously to become the owners of “Beacon Hill Garage Sale” Facebook group.

**15. Board meetings accessible to the public**

- a. Discussed how to make board discussions more open.
- b. Put forth a motion to post our minutes on the BHCA website and encourage the public to read our minutes and provide feedback and ask questions.

**16. Parent council representative**

- a. To come and propose to the board volunteers
  - i. Unanimously voted to have Andy Paul come to next board meeting on June 24<sup>th</sup>.

**17. Big Beacon Hill Garage Sale Interactive map and list of vendors**

- a. Available on the BHCA website!!

**18. Canada Day**

- a. Items/volunteers to be requested from the community (activities).

- b. The BHCA to have a TO DO list and to connect outside of meetings to organize Canada day activities.

### **Canada Day Tickets**

- a) Board discussed charging community members small fee for carnival games/tickets.
- b) Board unanimously voted against charging any fee for carnival games.

### **Tickets**

- Motion passed to still hand out tickets for fun!

### **Beacon Hill South**

- BHCA to support the Beacon Hill South fire work event
  - o Unanimously voted.
- BHCA to provide Janis Parry Hood with 200 sparklers to support fireworks.
  - o Unanimously voted for.

### **Canada Day Indoor Games**

- Unanimously voted to keep the larger room available in case of inclement weather.

### **19. Adjournment**

- a. Meeting was adjourned by consensus at 7:54pm

**Next meeting: June 24<sup>th</sup>—location TBD**

### **ACTION ITEMS**

- 1) New bank account research—Nancy W. to make phone calls.
- 2) Takeover the Beacon Hill Garage Sale FB page
  - a. To review the groups rules, etc.
- 3) To post BHCA minutes on the BHCA website\*
- 4) To have Andy come and propose volunteers to the board.
- 5) Julie to create a large TO DO list over the following weekend for board members to collaborate for Canada Day.
- 6) July 1<sup>st</sup> BHNCC small room To get the blue mats for the Zen Den.
- 7) Deciding where the next meeting is.