

Bishop Hellmuth Neighbourhood Association Inc.

Minutes of the Executive and Social Committee Meeting
Re: Canada Day 2017

Wednesday July 5, 2017

Venue: 876 Hellmuth Ave.

Meeting commenced at 7:20 p.m.

Attendance: Scott Bridge, Seta Moore; Peter Dillon, Jennifer Dillon; John Dickinson, Anu Dickinson, Scott MacDougall-Shackleton

Regrets: None

1. General Impressions
2. Registration
* Anu suggested an improved flow to facilitate speedy registration
* separate person to sign up members for Association
* wrist bands for all
* list of pre-paid participants to be supplied
* pricing to be re-visited. Possibilities discussed included a fixed fee ($10 per head, or $8 if for members of the Association) limiting the “family” price to members actually residing in the same household, with an additional price for their guests. Pricing to be discussed and agreed upon.
1. Financial report and Pricing; what % RSVP'd?
* Peter and Scott M-S will prepare and circulate a final report
1. Shopping/menu/supplies (Seta and Jenn)
* to be provided by Jenn and Seta, and posted centrally on our Google docs resource
* should include amounts and budget for all items needed for the event
* final list to be prepared based on RSVPs, weather, and inventory from the prior year
1. More fun to be had? e.g. "bouncy castle;" more games?
* Yes. Committee to pursue.
1. Review Timetable
* Kids events to be broken down and made time-specific
1. Review Job List
* List has been updated. See Google docs
1. Review Chronology
* Annual planning form created and available on Google docs
1. More Street Decorating (e.g. banners)?
* All agreed that the decorating this year was much improved.
* The idea of a house decorating contest was received and will be taken up by next year’s committee.
* All agreed that a decorating subcommittee should be struck using our existing list of volunteers. The subcommittee would be responsible to get the street decorations up and take them down after the event.
1. Additional sponsorships?
* All agreed that the dental sponsorship of the face painting was a big success.
* We agreed that the subject of event sponsorship was best left to a subsequent meeting.
* Jenn is to prepare a framed thank you letter to the dental office.
1. Buy an amp?
* Scott has an amplifier that functioned fine so no need to pursue this purchase
1. Next year's committee
* Seta and Jenn each said that they would like to remain as cochairs for next year’s Canada Day event. They agreed that they would each recruit an acolyte to shadow them with a view to handing over chairmanship of the event in a following year.
1. Other points of agreement:
* the safety precautions surrounding fireworks needed to be significantly improved. Peter will discuss with Hans the use of a sand filled table;
* our newsletter/website/Facebook page should contain a thank you to our volunteers;
* volunteers should be provided with T-shirts for events, or at least different nametags;
* member discounts to events should be provided to members of the Association. This will encourage and reward membership in our neighborhood organization
* we could also pursue discounts for those with Association membership cards at local businesses, such as the Bungalow
* all of our standard form documents should be made available centrally on Google docs

The meeting adjourned at 8:20 pm.