

# MEETING MINUTES



**Wednesday December 6, 2017**

Board Transition Meeting 7-9 pm

Board Attendance	Board Member Regrets	Board Member No Regrets/Vacancy	Guests
Gayle Laws - President Dave Carty-Past President Vacant- VP Gayle Laws- Secretary Karen Forrest, Treasurer Julia Fiddes- Fundraising and Events Alex Izzo- Membership and Communication Krista L- IT and Webmaster Alex Izzo – Etob Valley Kevin Pullis – Garnetwood Carol Mitchell- Parkway Belt	Kim Miedema – Toto	Elaine Theriault – Q Park Colleen Conner- Lakeside Leslie Peres- JD	Hazel McColl – City Liaison Jessica

1. The meeting was called to order at 7:00.  
 Moved by Kevin and seconded by Carol, moved that the agenda be approved. Carried.
2. The minutes from October 4, 2017 were reviewed.  
 Moved by Carol and seconded by Karen, that the minutes be approved and posted on the website. Carried
3. Introductions—round table where everyone introduced themselves and why they volunteer or want to volunteer at Leash-free Mississauga.
4. REPORTS:
  - a) President’s Report: This is a transition meeting from the 2017 Board to the 2018 Board, of which there are vacancies. Park Representatives can become directors if they wish to take on that additional role. We had a successful year with each of the 7 parks having a dedicated park representative in 2017. We have received a resignation from Jennifer Reid-Kuess, EV park Rep for the past two years. We also received a resignation from Cathy Hunt, Lakeside. On behalf of the Board, we wish to thank them very much for their volunteer service to LFM.

In 2017, we applied for and received a \$7000 grant from Purina, of which LFM is very much appreciative. LFM recently received two very generous donations. Gayle will email

both parties to thank them for this support (in addition to the standard email response). One donation was for \$400.

Despite issues in launching our new website, it is in fact launched and LFM is extremely grateful to have Krista volunteer in September as webmaster. She has lots of experience with WordPress and is fixing the various issues.

LFM has a Procedure Manual to assist Board members with knowledge transfer. Every Board member should have one. Please note on it as you serve your term with your ideas as it needs to be updated—it is a work in progress. Updating the manual can be a project later in 2018.

Gayle also noted a new initiative to LFM where Board members are expected to adhere to a code of conduct—basically to treat each other, and park users, with respect. Board members are encouraged to review the code of conduct in the manual as everyone will be requested to sign a form acknowledging the expectation. In addition, LFM has a conflict of interest policy so everyone needs to declare if they have one. For instance, we welcome dog walkers to the board and as members; however board members who are also dog walkers may have to abstain from any vote that directly impacts dog walkers. LFM prides itself on being a trustworthy organization, one that manages its role professionally and its finances effectively. Money we raise goes to the parks, not to us. (we do not serve refreshments at our board meetings—all money is spent with keen oversight)

After planning for 3 years, we are so pleased to announce that the windshelter has been erected at Parkway Belt. LFM is paying the \$6,000 for this shelter. It is hoped that park users at Parkway Belt will contribute to the cost. It is a pilot and if other parks want one, we can pursue this. It is intended to protect owners from the elements (mostly wind) even though we know the dogs don't mind the elements.

The City has provided LFM Board a draft Memorandum of Agreement (MOA) between the City and LFM.

Board positions:

It was voted on and approved that Julia Fiddes will be appointed Director, Fundraising and Events; that Alex Izzo will be appointed Director Membership and Communications. (Gayle committed to assist with communications) Everyone will spread the word to seek out more volunteers, at all levels, such as in the parks, on the Board or assisting Board members.

Karen noted that each park rep needs a team of volunteers to assist in the leash-free parks and advise what is going on. Anyone can call 311 if they see a deficiency and we need to encourage park users to do that.

- b) City of Mississauga Report: Hazel congratulated LFM for a good year in 2017 and that it has built itself into a professional volunteer organization with its various policies and procedures. The City values LFM and looks forward to a good relationship in 2018. Re the Memorandum of Agreement: each park will have an agreement, that is customized. She has overseen the creation of maps for each park for grass cutting.
- c) Financial Report by Treasurer: A handout of the financial statement was provided by the Treasurer. As per the October meeting, each park, (except for JD and EV which each have a surplus of funds), will have its “deficit” eliminated on the internal reporting; however each park will need to raise the funds if it needs for enhancements. One example is lighting at Lakeside. Membership is very low. Membership renewals will be automatically emailed to current members, and we need to promote new membership.
- d) Membership and Communications: Brief discussion on how to promote membership. Gayle handed out 50 paper memberships for each park to put in the membership box. To be explored a future meetings, including the use of the “square” to take payments. It was confirmed that advertising by local dog organizations, ie walker, groomers, boarders, etc cannot advertise on the LFM display boards. We do have an opportunity for them to promote their services on the LFM website.
- e) Fundraising and Events: Ideas to be explored a future meetings.
- e) IT and Website. Krista noted she is working at fixing the various issues with the website. She will aim to provide a list of members at each park that can be posted on the display board. We need to figure out a process to capture paper memberships. She will manually add names to the Donor Page to recognize those fabulous park users who donate to the leash-free parks.
- f) Secretary Report—n/a

##### 5. Zone Updates:

- a) Etobicoke Valley: Desperately needs a new front gate as a dog got loose through the old fencing (which is not up to any standard at a dog park), and is still not found at the time of the board meeting. There used to be boards at the entrance way which blocked the old farm style fencing but the boards have been taken down. The locks are not good and the entrance way is not big enough to accommodate dogs coming and going. Alex will follow up with Hazel as this is very serious. EV needs a new fencing at the entrance (chain link to replace the old farmer style fencing?). The LFM sign was broken (it looks like it was done so deliberately). Dave will see if he can fix it.
- b) Lakeside Park: Santa photos will take place December 16, 2017 to promote community spirit and raise awareness of membership and the new lighting project. First event organized by the new park rep Colleen.

- c) Garnetwood: Holes need to be filled. (Hazel took note for follow up). Everything else going well.
- d) Jack Darling: no report as rep not present. However lighting was discussed. The gate closes at 9 but the park closes at 11 and the lights in the sandpit must stay on until. A hydro reading was taken on December 1 and another will take place on March 15, 2018. The park rep will give out the combination to the lock so that the timer on the light will go on at 5 pm and turn off at 11 pm.
- e) Parkway Belt: New windshelter!!!!!!
- f) Q Park: no report as rep was not present.
- g) Toto: Kim sent a report that stated the city is purchasing the container on site and will remove it.

6. New Business

A very brief discussion took place on the City's proposed Memorandum of Agreement as most people did not have time to read it. The first impression is that the policy is highly restrictive, and it limits the possibility of new leash-free parks within the city. It was confirmed that when an established park comes up for re-development, an area for leash-free area will be considered. LFM wanted clarification as to what "accessibility" means as the areas are for dogs to run around and it would be very difficult to make sure they were totally accessible to humans (ie for wheelchairs).

New parks: with the increased population in Mississauga, there needs to be more leash-free areas throughout the city. The proposed policy seems to limit the opportunity for new leash-free areas. Hazel noted that there are at least 6 areas that have been identified for new leash-free areas. This has been referred to the next meeting.

7. Action items:

Park reps to provide the AGM signs to Gayle for safe keeping and to re-use for next year's AGM

Next meeting Wednesday January 10, 2018 @ 7:00 PM

Minutes taken by Gayle Laws, President and acting Secretary