

MINUTES

Attendees:	Mimi Golding, Tim Goldin, Mitchel Karkner, Breen Agnew, Liona Liu, Jody Brenton, Tracey Davidson, Marie La Rose, Josh Lee, Hanna Raczkowska
Regrets	Samayan Karim
Meeting date	Tuesday, November 8, 2011

Call to Order

Meeting began at 6:05pm

New Business

Incident about OC transpo

Fundraising: For the Kids Auction. Regis Trudeau-chairperson for OCTC (Ottawa Children;s Treatment Centre)

Approval of agenda

Motion was made by Tom, and seconded by Breen to approve the Agenda. **Motion carried.**

Declaration of Conflict of Interest

Mimi declared that she is serving on the CLC as a non-voting member, since her and Tim are married, and he is a voting member.

Approval of October minutes

Motion was made by Mitchel, and seconded by Breen to approve the minutes of the October 18, 2011 meeting. **Motion carried**

President's report

Mimi Spoke to Regis Trudeau from OCTC for the kids auction.
Proposed copy of contract. Regarding their presentation.

Autism Registry

Autism society of Canada—Mimi had monthly meeting with Kristen Prevost
FED ex –look into this for funding

Treasurer's report

Tracey sent out draft fundraising plan.

(Idea...post all documents online in one spot.)

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Next event is February. Goodlife spin. Important to get away from repeatedly asking our families and supporters for money that we already rely on so much. Let's go to broader community.

April-Hour for autism-get people to raise money doing what they are doing. It is a promotional thing. Participants donate their proceeds for an hour. Encourage people to think small. In alignment with World Autism Day.

For the Kids Auction-target there was before the new contract.

Rain barrel fundraiser -maybe in may. Sell a truckload of rainbarrels. Pre sale..10 dollar profit per barrel.

Duck race-Cheo used to do duck race. Throw ducks in Rideau Canal and the one that wins is a cash prize.

September-Pics photography contest. Celebrity judges, gala evening. Pictures are auctioned off. Pictures can be of anything.

Corporate requests...we plan on being more active in requesting donations, both for prizes and donations. Tracey is contacting more companies. Being more proactive. There is an annual target for that.

Newsletter

Include recognition of people in the newsletter. Letter sent 2-4 times a year. Sent to members, current donors, as well as future potential donors. It could be part of the support packages...can be sent to schools etc. as well.

The fundraising plan needs some work to make it more realistic. In comparing the fundraising plan to the budget, we need to be more aggressive.

Next two weeks we will resend the fundraising plan. CLC will vote on this.

See Josh's notes about Budget.

We should compare this year's budget to last year's and identify the variances. Josh proposes a 40k budget for fundraising (up until the remainder of this physical year). As well as 56k decrease in program planning for the remainder of the year. Potential activities that would be dropped: ie family support services, and summer camp funding.

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Some CLC members suggested having a working budget, rather than a set one. Some say it is ok to have a static document, but to also have a second one.

Future focus should be on investing money that is in the bank, to make it grow.

Josh will convene a group of budget cutters.

Josh discussed making a Strategic Plan

Last year everyone came in for a day to begin planning it.

Mitch and Samayan were nominated to lead a strategic plan. This will be sent to provincial. It is important to make the plan, but even more important to actually go out and do it.

Office Manager's report

Christmas party coming up. Registration is out. Every kid gets a gift under \$10.
Approve money on employability program.

Motion for \$2900 to approve the employability series this summer that was already done. Motion was made by Tom, and seconded by Hanna.

Signing authority-

Liona and Hanna volunteered to be signing authority.

SLO-social learning opportunities. Need to create new ones.

*newsletter should mention the fact that parents can create SLO's.

i.e. March Break. Clip and climbing, bowling, swimming museum, mini put, I play.

Chapter Development & Fundraising Manager's Report

See notes

Funding	<ul style="list-style-type: none"> • Waiting to hear back from Ottawa Dragon Boat Foundation and Ottawa Community Foundations about funding applications submitted in September/October • Submitted a 1 page interim report for Autism Speaks grant received in 2011 for PACE project, as requested
Fundraising	<ul style="list-style-type: none"> • Finalizing draft Fundraising plan from October 2011 to March 2012 for CLC review • Follow-up on Ought to Walk donations; including deposit, tax receipt submission and thank-yous (in progress)

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	<ul style="list-style-type: none"> • Participation in KDS meetings for fundraising brunch to be held on Sunday, November 13 • Met with 3 students from Algonquin College who are promoting Autism Ontario – Ottawa Chapter to their class. One charity will be chosen by the class to support in March 2012 by holding a fundraising event for them • Drafted letters for monthly requests for Corporate donations • Met with Len (from Provincial Office); will be participating on a fundraising committee with reps from (all) Chapters; explore & share fundraising ideas etc. • Set-up first meeting for ‘Goodlife Spin’
Development & Admin	<ul style="list-style-type: none"> • Participated in 2 days of Fall/SEAC training/meetings in Toronto with Autism Ontario • Begun outline of ‘development newsletter’ • Weekly office meetings with Jody, Anne and Jan • Attended ‘First Fridays Fundraisers’ put on by International Fundraising Consultancy • Completed Performance Management Plan with Marg (ED) and Josh

Fundraising Ideas

Shine arama- Algonquin, university of ottawa, Carleton
 Tnoonies for autism,--high schools
 Goodlife spinning- check if large corporations can
 Promote an hr for autism in the schools. Sock hop at lunch,. Something.
 Look for both French and English schools.
 Moon walk
 Running room
 Ymca
 Yoga centres

Newsletter and Social media

Will check huddle to look at the document that has the info for “keep the same look and feel” and implement it in the social media we have.

Jody will email everyone from Toronto training to put their pictures up on facebook.

How can we start hearing back from the community? Can we do facebook polls? Rather than doing polls or surveys, Jody said she thinks it will make more sense to attend support group meetings or ask at events.

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OC Transport Issue

Tim needs to talk to Anne about how to approach OC Transport regarding this. Tim spoke to Kate from CTV. He was on TV. He mentioned the Autism Registry. Kate was interested in following up on this, great way to advertise this. Tim was in the Ottawa citizen as well. Good idea to do outreach with media. Video made for bus drivers to understand autism spectrum disorders.

When an event like this occurs the chapter contacts provincial. They then give parameters of what to discuss.

SEAC (public and separate)

Public School Board:

Nov 19 workshop-okask. IPRCS Tim will send Marie info about the workshop at Woodroffe highschool.

Separate school board: Meeting was cancelled.

Confirmation of next meeting date and time and Adjourn meeting

Meeting Adjourned at 7:50.

Motion was made by Tim, and seconded by Marie

Next meeting December 13th, 6:00-8:00