

AGENDA

DATE: Tuesday, June 14, 2011
6 pm to 8:00 pm

SUBJECT: Chapter Leadership Council Meeting

Item	Item	Lead
6:00	1. Call to Order 2. Approval of agenda * 3. Declaration of Conflict of Interest 4. Approval of April, May minutes	Mimi
6:03	5. Youth Group mandate	
6:35	6. President's report AGM summary State of the CLC, how are we going to function through July, August and September? State of the Chapter RCP/RPC, Complaint against AO staff member	Mimi
6:45	7. Treasurer's reporty	Samayan
6:50	8. Office Manager's report	Jody
7:05	9. Staff Liaison	Josh
	10. SEAC	Tim Golding, SEAC Public rep
7:15	11. follow-up to action items from last meeting	All
	12. New business	
7:57	13. Confirmation of next meeting date and time and adjourn meeting	

*If new business is identified, either a request to extend the meeting will be requested at this time, or presenters will be asked to be precise in their presentations, and will be asked to reduce the presentation time.

Office Manager's report

Dontation of cubicals

Motion: Office Manager has descretionary funding up to \$200 on materials for Autism Ontario – Ottawa.
Approved: Josh, Mimi

Jody is concerned how the budget is being tracked. Tracking information, by provincial isn't as refined as it could be to be helpful. It is not being tracked per support group.

Jody is going to keep the books for local activities.

We cannot add line items as it must be a common line item across all chapters.

Book purchase -if we have the budget, purchase

Jody to send Marie the Amazon wish list of books.

Marie to add the wish list to the newsletter

Motion: \$75 to completely cover the costs of the hall rental.

Approved: Josh, Mimi

Movie: Wretchers and Jabberers – two fellows travelling around the world – One time screening cost \$600 – Jody would propose to have a screening – Jody will see if she can get a partnership to screen it here in Ottawa.

Jody – training – Fundraising training courses through Algonquin – Jody to send Josh the information about the course

Snowflake party – Dovercourt no longer doing private rentals – Jody investigating holding it at a different site. Currently looking at Travel Lodge who has an indoor water park, and would take care of the food.

Gifts, Santa and face painting.

Would like to increase the budget of the Snowflake party to \$2500.

Pool accomodates 170 people. Food would be about the same, and would go GFCS (glutten free, cassen free)

Will rent two hotel rooms (boys and girls), 2 hours in the pool

Motion: To increase the snowflake party by \$500 to \$2500 for the party.

new diagnosis kit – almost done

Lego club – offering twice a week – Thursday evening, Saturday morning. Starting the first week of July \$50 per child per session – paying the facilitator \$320 for an eight week session
Up to eight participants.
Eight and up.

Office is going to be closed while the cubicals get set up.

CAR picnic – June 26

Good Companion's Walk – Tim Golding went as a representative

Terrena – Youth Group

Looking for direction for what the youth group should look like. Looking at fall planning. Ryan is not returning to the youth group. Claire may not be returning either. It might be Jenn and Terrena.

Youth Group volunteers contacted CHEO and Y's Owl to see what resources exist.

Terrena is not convinced that at the current scheme of things that it isn't filling any gaps.

February Terrena ran a survey, and tried two drop-in times. Tried weekend opportunities. Tried out-side activities. Low turn-out.

In house, structured, information based group might be what is needed.

Bullying, anxiety, social skills are three topics that would be helpful to present.

Leisure and activity-based seem to be well covered.

Email for the youth group – is proposed that the group shut down the email address and send out a notice that all future correspondence needs to go to the office.

Terrena to talk to Jenn about if the program would continue.

Budget runs from April to March.

Action item: Jody and Josh to set up a spreadsheet budget for each of the support groups.

Terrena has returned the office key.

President's report

Mimi updated AGM

CLC – how is it going to work this summer

Jody will travel with cheques, or announce office hours

Volunteer appreciation night – budget, low key activity

Motion: \$400 for a volunteer appreciation night.

Approved: Josh, Mimi

State of the Chapter

RCP/RPC

Complaint against AO staff member

Letter to go to Marg.

SEAC

Tim has submitted to SEAC chair: question: “How is the introduction of junior and senior kindergarden going to impact special education.

Josh and Mimi chatted with Erin to give her the lay of the land.

Consider using Skype for virtual meetings.