

FoRRP Steering Committee Meeting - November 20th, 2013

In attendance: Jill, Bob, Melana, Christine, Samantha, Ben and Zac

City of Toronto update – Marco

- ACTION: Jill to follow up with Marco on open house timing and location. Also find out what happened to \$50,000 that was allocated in the budget for upgrades, but not accounted for on washroom building/pathway budget.
- The Shaw street bike lanes have been installed. There is now a northbound lane for bicyclists.
- Tree update – of the 21 trees that were planted last summer, all but one survived. It will be replaced hopefully in a preferable location. The two dedicated trees from Fred Hamilton were just planted. They are Kentucky coffee trees and we are looking for adopters to take care of them. Anne wants to dedicate a tree for the park in memory of her late husband. ACTION: Jill will share relevant information with Samantha who can pass it on.

TPSI Update – Jill

- A while back FoRRP partnered with Toronto Public Spacing Initiative (TPSI). TPSI have been creating a report for us on how to be a responsible and effective community group. They recently shared this report with us and are looking for feedback. If anyone wants to read and comment, Zac would be happy to share the document and if you could send comments to Jill she will include them in our response to TPSI. We have already started adopting elements from the report and we will continue to apply it as applicable. We want to create the best structure so that other groups can replicate it. ACTION: Zac to share TPSI report with steering committee members and those whom expressed interest.
- Samantha is involved with this project from her position at Clear Village. She recently helped with some grant writing and will continue to participate in other aspects of FoRRP. She has also said she would be willing to be an interim treasurer in the new year

Open House Planning – Jill

- The open house will likely take place in the Shaw Street Library from 6pm to 8pm on Monday, December 9th, Marco to confirm. Open house is dedicated to the upcoming capital upgrades on the washroom building and the paths. Martin and the architect will be present to answer questions. We will also use some space for our upcoming projects, such as the WaterHarvest project, laneway revitalization, promoting the Pancake Breakfast, as well as trying to recruit volunteers into FoRRP.
- We want to do another survey as suggested by TPSI in order to get feedback on the washroom building. We should have post-it-notes in which people could share

- comments on the various projects. We should have a map of the parks and colour coded stickers in which people could mark areas in the park they want to see improved, areas of the park they use, and areas they want to preserve. Another suggestion to determine our audience and catchment area is to have people attending the open house to identify on a map where they work and where they live.
- Our revised principles should be visible to people. ACTION: Melana to send the principles to Christine for website. Because this is one area of his area of expertise, Ben offered to review principles to ensure they are clear.
 - It was mentioned we might be able to use the new ArtScape building for future meetings.

Things needed for Open House:

- WaterHarvest drawings and information (Ask City about what they can provide)
 - Sign up for blog sheet
 - FoRRP T-shirts
 - Calendars if they are available
 - Promotion of pancake breakfast
 - Two feedback mechanisms: Survey; and post-it-notes for comments
 - Refreshments? tbd.
 - Map of parks and little stickers.
 - List of all roles that FoRRP is in need personnel for: tree adopters, garden adopters, task force members, and sub-committee members. (It was suggested a good way to get volunteers was to maybe incentivize it by giving volunteers a T-shirt).
 - Jill is meeting with Helen Mills and Waiyee of Lost Rivers to talk about the laneway greening workshop and find out if they want to use occasion of Open House to share information with neighbours.
 - Promote the TRCA healthy yards workshop. May 3rd, 2014
- The City will circulate a flyer for the upcoming open house. The City will create it, and add our logo to it. FoRRP requests that the flyer be distributed within the 800-metres/10minute walking distance radius, which is identified as a park catchment area in City Park Strategy document, suggested by TPSI, and agreed on by FoRRP. The group also decided it would be ideal if we created a FoRRP poster to promote the Open House as well. ACTION: Christine will design the poster and also a post for the blog to promote the Open House.
 - Make special effort to invite; representatives from other parks/Garrison Creek area and stakeholders.

WaterHarvest and LiveGreen Update - Melana

- We have submitted the grant application to LiveGreen and are expecting to know if we progress to the next round before Christmas. Thank you to everyone

involved in the grant writing process and good luck. ACTION: Melana to send the WaterHarvest Project document along with our grant application to Christine.

- It was discussed that a townhall open house model would be the ideal way for reaching out to the community. This approach was also suggested in the TPSI report. The structure of such a meeting would involve three sections; the first would have people familiarizing themselves with upcoming projects and work that is in planning process. Then a member of FoRRP, Mike Layton and, perhaps the project manager would make brief remarks about the projects. Following this, the audience would be invited to ask questions and discuss the nature of the projects. After this stage is over, it is suggested that a more informal series of conversations take place as people linger in the venue so that people can express their thoughts in a more personal manner. We want to use this approach for the WaterHarvest project?

Pancake Breakfast Event Update - Bob

- Bob updated us on previous and upcoming events. At the DSF Park Crawl we sold out of coffee. ACTION: Jill will contact Rene about payment. Night of the Living Fred was a success. The purple benches from the movie night are slowly being removed by the City. Bob was recently nominated by FoRRP as an extraordinary volunteer in which MPP Rosario Marchese recognized his contributions. Congratulations. We look forward to seeing photos and possibly a post.
- The Second Annual Pancake Breakfast will take place sometime in January. Probably on a Sunday from 10am to 1pm. The events committee will confirm the details later. May try to create stainless steel mug with FoRRP logo for fundraising purposes.

Kitchen Building Discussion

- We are expecting a new series of drawings from the architect for the washroom building before we go to Open House. Jill and Melana are maintaining contact and hope to have another personal meeting with the architect before the Open House and address some concerns over the current designs. The group felt that it is critical to get the building right.
- We discussed potential future programming for the kitchen building. Some of the suggestions that came up were: the need for commercial elements to ensure viability of raising funds; using the space for future FoRRP events; a depot for local produce; programming with local stakeholders; and regular community events. TPSI has suggestions for programming as well, many of which overlapped with what we discussed. TPSI designed survey will help move forward the discussion about how to program the building: include question about task force

to solicit interest. ACTION: Zac to send survey to Christine to be formatted for distribution on paper at the Open House, and then available on our website for an extended period (tbd) in order to capture broadest input possible.

- Samantha and Ben have some little-used kitchen appliances that they would be willing to donate to the kitchen. We can use FoRRP funds or initiatives to augment kitchen supplies when necessary.

2014 FoRRP Committees and Chairs - Jill

- The next friends meeting will take place in January 15th, 2014. It was agreed last year that we would spend the January meeting discussing FoRRP structure and if changes are needed. TPSI has suggestions for the FoRRP structure, which should be included in our discussion. Meeting is open to everyone in particular those who want to start or join a committee or task force.

Other Business

- It was discussed that it would be useful to have non-personal business cards for FoRRP. The steering committee voted in favour of pursuing this. ACTION: Christine to come up with a design and find a place to print the cards. Cards will be distributed to Steering committee members to be given out to contacts and at events.
- We looked at a copy of the calendar from the History committee. Steering was supportive of the project, but would like to see more images relevant to our parks. Christine needs additional information if these are to be promoted or sold on our website. Hopefully the calendars will be ready in time for sale at our Open House. ACTION: Jill to followup with Susan on the design and promotion.

