

Our Ramara Steering Committee
Wednesday, July 18th, 2007 – 9:30
Days Inn – Ramara Room

MINUTES

Attendance

Janet Banfield – CEO Ramara Public Library*Chair
Diane Bell – Our Ramara Scholarship Fund
Cheryl Thompson – Joyland Beach Community
Centre/2006-2007Funfest Coordinator
Sabine Houlden – 2007 FunFest liaison * Recording
minutes*
Kevin Lehman – Ramara Library Volunteer
Gail Seaward – Friends of the Library / North Mara
Beach Residents Association
Sherry Lawson – Casino Rama
Dann Oliver – Ramara Chamber of Commerce
Al Read – Washago Seniors

Leila Sherriff – Executive Director/Alzheimer's Society
Julie Scott – Innovative Perspectives
Caroline Schiavone – Recreation Coordinator Ramara
Marian Davy – Community Member
Janice McKinnon- Deputy Clerk Ramara Township
Richard Whitty – Ramara Community Policing / Scouts

Regrets

Barb Bissett – Days Inn
Donna Hewitt – Community Development Coordinator
Don Barton – Soulvine Media
Cathy MacDonald – Washago Community Centre

Additional agenda items –

1. Chairperson for Our Ramara
2. Julie - received funding for Economic Development Project

Confirm description & goals of Our Ramara Coalition– Janet

- Confirmed that Our Ramara stays an apolitical grassroots organization
- 7 original goals fit with the projects undertaken so far
- Mission statement reviewed and approved as is
- A recommendation was made to change one of Our Ramara's Goals and Objectives from "To facilitate and share information by linking community partners" to "***To facilitate and share information by linking with community partners and neighbouring communities***".

Confirm Rural Community Capacity Building project – Janet

- Project Coordinator will present findings to the Steering Committee at Aug. meeting
- Presentation to Council and the community re results/action plan
- Discussion with Sherry Lawson re workshops already in planning, and combining resources/meeting space, with RCCB workshops. Agreed that this will work out well for all concerned. Julie, Leila and Sherry will work out a date.

Discuss & decide on Our Ramara website & database management – Janet

- Info Orillia exchange of data has fallen flat on several occasions
- Need to do report to Township on financial impact
- Discussion re whether volunteer or co-op person could fulfil the database maintenance
 - Dann- need a volunteer to supervise a co-op person. Dann will ask seniors group
 - Diane – co-op students from high schools need to learn office skills.
 - would need to create full job description and do interviewing for the position
 - high school students have two semesters, would only have to retrain twice a year
 - getting new listings is a challenge, need someone to do phone calling
 - Kevin – fits in with our goal of involving youth
 - need space and a computer
 - once you pass on to Township, Our Ramara loses control
 - person from Township or Chamber calling businesses would cause suspicion and get less cooperation

- Subcommittee formed to decide direction – Kevin (Chairperson), Diane, Dann, Richard, Julie, Caroline, Richard, Leila, Sabine
 - investigate and report what is entailed in co-op
 - explore different avenues for a supervisor of co-op person – list of seniors who have skills?
- Chairperson for Our Ramara – Janet will continue as Chairperson by consensus
 - Julie recommends Vice-Chairperson for workload and succession planning

Discuss & decide on FunFest plan of action - Janet

- Decided to go on with year 3
- FunFest stays under Our Ramara umbrella – status quo
- Need to elect: chair, co-ordinator, secretary. George Hirsch has agreed to stand for Treasurer.
- Cheryl – beneficial to have separate people for Chairperson and Co-ordinator
 - subcommittees need more ownership
 - Cheryl wishes to pass on receipts for FunFest
 - **Action - Cheryl: previous year's FunFest receipts will be passed on to Chamber at next meeting – last year's will be kept**
- Cheryl and Janet both willing to act as advisors as past Coordinator & Chairperson
- Dann – Chamber has already accepted in a formal motion, that FunFest will still be under them as lead agency, for reporting and accountability
- Leila – need an executive committee of the Planning Committee
- Janet – now an entity with a bank account
- Kevin – more emphasis on reporting
 - supplies used at the library need to be tracked and paid for
- Cheryl drafted a job description package for FunFest – **Action – Janet:** to email out for Subcommittee Chairperson to add anything that may be missing, including their contacts and budget for 2007, and include future recommendations and any policies for that specific position, which they will email back by 1st week in August
- Cheryl has created Policies and Procedures first draft
- Dianne - FunFest reports to Our Ramara Steering Committee and Chamber
- Kevin has agreed to be Vice-Chairperson – will check with George to confirm Treasurer position and Cathy if they will agree to be Chairperson
- Need to go through formal process of hiring FunFest Co-ordinator
 - Janet – one year contract with option of renewing annually
 - needs to be advertised in paper, website, Soulvine, etc.
 - new Festival Co-ordinator must be in place by September 1st
 - Hiring subcommittee struck – Cheryl, Kevin, Janet, Julie

ACTION ITEMS:

1. Cheryl - Previous year's FunFest receipts will be passed on to Chamber at next meeting
2. Janet - Send out revised goals and objectives and date it

NEXT MEETING – WEDNESDAY, AUGUST 15TH – 9:30 AM
Location to be confirmed