

Minutes CSAC Subcommittee Meeting – Playscape Renewal
February 11, 2025
7:30PM – 8:30PM (Virtual)

Welcome, Attendance and Review & Approval of January Meeting Minutes (10 minutes)

Attendance: Kendra Duench, Jessica Sokolowski, Laurie Pacheco, Sarah Manninen, Raluca Vlasea

Minutes of January meeting were approved

Carry Forward Action Items for Report Back (15 minutes)

1. Vendor Estimates
 - Laurie to share the list of board approved vendor - completed
 - Jessica to seek an estimate from a third vendor from the approved list - initiated
 - Bienenstock previously submitted a design that came in around \$200,000.
 - Park n Play previously gave an estimate of over \$166,500 and included a phased design
 - Jessica reached out to Ape Playground and is awaiting a response
 - Jessica reached out to the Natural Playgrounds Store (contact is Ethan King) and their website offers pricing on projects, excluding design and installation however any project over \$35,000 includes design.
 - Need someone to meet with them this month to get an estimate.
 - We'd need to ask about design costs and how construction/installation occurs if the materials are purchased.
2. Communications for students and caregivers (Laurie)
 - Laurie to make further edits to the slide deck for caregiver communication based on feedback and reshare a tracked and clean version. Upon approval, the deck will be distributed via newswire to parents/caregivers along with the recruitment message. – Completed.
3. Review of Grant Opportunities
 - Jessica reviewed grant opportunities and recommends we pursue the Canada Post Grant if we can meet the submission deadline of February 28th. It opened yesterday.
 - The maximum grant school applicants can receive is \$5,000 and funds would be provided in October 2025.
 - Minimally, we'll need a financial statement, number of youth impacted, organization's mission in 100 words or less, a description of the programs and services the organization provides and the year the organization was founded/incorporated. There are other elements needed but the application process does not allow us to view the balance of the application without completing these answers first.

Project Deliverable Discussion (30 minutes)

Playscape Vision: Accessible, Safe, Natural

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4. Invitation for parents/caregivers to ask questions about the project
 - Other grant options to consider if there's time include the Allen Foundation due July 15

Action: Jessica to share the list of grants

5. Explore role interest of any new parent volunteers to the subcommittee Discussion.

Action Items:

- Canada Post Grant due Feb 28th – Raluca will lead the application with support from Jessica in sharing previous grant application narrative and materials and others offered to support over email.
- Reviewing grant eligibility for other grants on our list – Raluca and Sarah
- Consider an annual summary of CSAS subcommittee minutes to support parents coming and going from the group – Laurie for June
- Meeting with 3rd Vendor Natural Playgrounds Store - Kendra
- Laurie to draft meeting minutes and distribute for review

On Hold

- *Student engagement “playscape” renewal project name and project update – Discussion and agreement to put this engagement on hold until we have a project design. The project design may inspire students and the project name.*

Note

CSAC Meeting Schedule: March 25, May 27

CSAC Subcommittee Meeting Schedule: March 4, April 15, May 13, June 10