

Hunt Club Community Association Board of Directors 2021 Review Survey Results

Hunt Club Community Association Board of Directors Review 2021 - Part 1 (9 Responses Received)

Meetings & Agendas

1. Does the meeting agenda package provide appropriate content for meeting preparation?

YES -100%

NO - 0%

Additional Comments:

- Expectations ought to be made clearer both for directors who should be sending in info ahead of time, and for all directors to read materials ahead of the meeting.
- Some of it, but not all.
- Would be nice if all agenda items had a written component.

2. Is the agenda package distributed in a timely manner?

YES -100%

NO - 0%

Additional Comments:

- Couldn't be better.
- Sometimes, but not always
- I like having a week to review the material.

3. What do you like about the agenda?

- Straightforward, provides times scheduled for items
- Timed items are helpful. Consistent structure is helpful. I like when the Councillor's Report is scheduled for the end of the meeting as it allows more time to address our own other initiatives/projects/issues, providing additional opportunity to ask questions to our Councilor afterwards.
- Like that it is structured and has specific times for each item.
- Clarity
- It's made simple and comes in timely.
- Gives structure to the meeting. Times for agenda items.
- Clear schedule
- I like the consent agenda because it provides standard info that usually doesn't need to be discussion allowing us to focus on current issues.
- I like that it is clear and organized.

4. What would you change about the agenda?

- Not sure, maybe nothing
- More time is needed for discussion/conversation, unless a pre-meeting is scheduled before that (with all members OR with board members only - tbd)
- I suggest that the decision items are presented first, followed by the Councillor's Report which should be 20 min + 10 min for questions and discussion.
- For now nothing
- Nothing for now.
- Remove labelling items as consent. Require support material for decision items. Add time for unscheduled items at end of meeting.
- I'm okay with it but like having Riley towards the end so he keeps it concise
- Nothing, I think it is good now.

5. What change would you make if you were the meeting chair?

- Currently okay with how meetings are run
- This is a tough one, but ... given that we are not a Policy Governing Board (ie, we do not appoint a CEO for the agency for which our mandate exists but an Administrative Governing Board), I'm wondering if the tone/format of the meetings should not be less formal. I believe, that in order to build stronger, more lasting relationships, there needs to be a warmer, more familiar tone to our meetings. We are all volunteers, after all and the JOY aspect tends to be what impacts most of a volunteer's decision to stay with an organization.
- I would request that Board members join in a few min before the start of the meeting and would be unapologetic about starting meeting on time. I would skip the introductions & instead when HCCA members want to ask a question, they could introduce themselves. I would offer a 15 min after-meeting chat with the President and VP should members have additional observations, questions, or issues to raise. Finally, I would shorten the meetings to 90 minutes, expecting that Board members are coming to the mtg prepared.
- Share messages clearly and inspire others
- The councillor's report be allotted more time for exhaustive debate.
- I'm generally happy with the way meetings are run. However, see comment about consent item and requiring documentation for decision items.
- Keep members from wandering off topic
- Put some limits on discussions that get into the weeds
- Nothing.

Meeting Participation

6. Do you feel that all directors are prepared for meetings?

YES – 0%

NO – 100%

Additional Comments:

- I think most will be as prepared as they can be, but hard to really say how prepared others are
- I myself have not provided documents in a timely manner, and so have contributed to a certain dysfunctionality of our board. The apparent lack of comments or questions by a majority of directors seems to indicate that not all have read documents provided ahead of time, anyway.
- I have noticed that it is often the same Board members that actively participate in discussion whereas the same 30 or 40% make no active effort to positive contribute to discussion.
- This is difficult to determine from my point of view
- I will rather prefer the word "well-prepared" than prepared loosely
- It's difficult to tell as some rarely comment.
- Some directors haven't really assumed any roles and they are just mailing it in

7. Do you feel that all directors participate in the discussions?

YES – 12.5%

NO – 87.5%

Additional Comments:

- I feel everyone will have their niche or opinions and voice when they feel it is relevant
- My observation has been that it tends to be the same directors who are consistently participating in discussions (6) with 3 'occasionally' and 2 'barely if at all'. Our Chair, on the other hand, is doing a good job at inviting people's comments and being as fair as possible to give everyone a chance for their voice to be heard.
- The same as in the previous response.
- It would depend on the topic and each director's focus/interest on that specific area
- Some directors are really not involved

8. Do you feel that all directors respect other's views?

YES – 71.43%

NO – 28.57%

Additional Comments:

- Overall. There does appear to be some 'disregard' from at least one director towards at least one HCCA member - unfortunate.
- Hard to say because some members rarely speak at the meeting.
- This is a closed question, and one cannot know what others are thinking
- We aren't perfect!

9. Do you feel that board members are representing the interests of the entire community?

YES - 44.44%

NO - 55.56%

Additional Comments:

- I would say most of the time the directors are trying to do best for the community
- I believe that a 'Community Needs Assessment' is essential at this juncture of our community association. How can we represent needs and interests of the whole Hunt Club Community otherwise? Given that our HCCA membership consists of less than 1.5% of our entire population, we hardly are in a position to say that we are legitimately representing the interests of the entire community. Really good guidance here about conducting a community assessment: <https://www.galaxydigital.com/blog/community-needs-assessment/>
- I believe that we do not really know what the interests of the entire community are and this is the most important area where the Board has to put far more emphasis in the future.
- Positively
- Yes, to some extent given the challenges posed by the pandemic restrictions.
- They try. Underrepresented groups makes it difficult to judge
- It's hard to tell when some directors don't really engage
- Our board is not very diverse, and I feel that the issues of some members of the community are not fully understand by the board.

10. Do you feel that board members are just focusing on their own area of interests?

YES – 62.50%

NO – 37.50%

Additional Comments:

- For the most part, but this varies. I would say certain topics can encourage individuals with their range of knowledge, and this would be natural. Everyone has their own strengths, but we work together
- Some. I think this is due to a lack of clarity about WHO and WHAT we are, WHAT we are trying to do, for WHOM and HOW. This creates a dearth of confidence in the legitimacy of our organization (also, given our low membership numbers). I have observed that most directors are quite inclined to a naturalist and environmental agenda (Butterflyway Project, Community Garden, Get Growing, Park adoptions, Rainbarrel fundraisers) and an Arts and Culture bent (Arts in the Park, Fall Community Festival, Library Advocacy) far more than a 'Planning and Roads' interest. This is quite telling about the kinds of projects that build relationships and stronger community ties.
- We are not functioning as the team but as a collection of individuals and this is, I believe, detrimental to our overall performance and to the ability of the Board to successfully meet its mandate.
- Board members have specific areas of interests and strengths, and those are discussed to enlighten/encourage or share successes to we are all proud of
- No, I don't think so albeit more emphasis need to be shifted to the immediate socio-economic and psychological palliatives
- Somewhat
- Our board is not very diverse.

Hunt Club Community Association Board of Directors Review 2021 - Part 2 (6 Responses Received)

Director Role

1. How satisfied are you with your understanding of your role as director?

Very satisfied – 20%
Satisfied – 40%
Neutral – 0%
Dissatisfied – 20%
Very Dissatisfied – 20%

Additional Comments:

- Expectations of directors are not at all clear, given that we are an 'Administrative Governing Board' (because the 'agency' that we are governing is our Hunt Club community/ourselves, without a paid staff, all of us volunteers) as opposed to a 'Policy Governing Board' (like OCDSB, SEOCH, OCH, Orkidstra, etc). This has never be explained to anyone.
- We need well defined roles for Directors, including the Officers - President, VP, Secretary & Treasurer. All directors should assume a portfolio

2. What are your suggestions for improvement?

- An onboarding guide to provide descriptions of roles, and what is expected would help new directors.
- #2 Have a Q and A session (online until Post Covid times) after all directors have had a chance to read this document: <https://www.muttart.org/wp-content/uploads/2015/11/Developing-Job-Descriptions-2008.pdf> #1 Disaggregate, then collate the results of these two Directors Self-Assessment surveys #3 Conduct a 'Community Needs Assessment' to help us rethink the purpose of our organization, its mandate, its governance model, its priority foci.
- Clearly define roles of directors and Officers. See #1
- Website is excellent. Still lack new policy on ads.
- More training for board members.

Overall Board Performance

3. How satisfied are you with our board's overall effectiveness as a leadership body?

Very Satisfied – 0%
Satisfied – 80%
Neutral – 0%
Dissatisfied – 20%
Very Dissatisfied – 0%

4. What are the two or three most important areas the board should address to improve its performance in the next year or two?

- Expectations & Measuring Goals
- 1. Governance: Rewrite our HCCA 'Constitution/Bylaws' 2. Conduct a community-wide needs assessment 3. Base our HCCA goals and priorities on the result of this needs assessment and communicate these clearly so potential or current directors can decide whether or not to continue or put their name forward to act as a HCCA director, knowing that the EXPECTATION is a full commitment from all directors towards these objectives. 4. Relationships! With each other as directors, with community members in various neighbourhoods, using in person, social media and hard copy invitations to public discussion groups, with other stakeholders (politicians, agencies, businesses, etc.). 5. An aggressive membership drive with a team of 4 - 6 volunteers in each of our four HCCA areas (Quinterra Woods, Hunt Club Woods, Hunt Club Estates, Hunt Club Chase) conducting it door-to-door (!)
- Governance, Communications and Finances, particularly fundraising and sponsorship.
- How to get more community engagement.
- Use of the Committee Structure - Board makes decisions, committees do the work.

5. What actions do you suggest that the HCCA take to address those important areas?

- Quarterly assessment/report of year's goals and how they measured
- Please see #4 above and let me rephrase my answer then to #4: Governance, Relationships, Communications, Membership
- Activate the committees for Governance and Finance and educate all the Directors on the importance of everyone be involved in promoting the HCCA on social media. More participation other than attending meetings
- Concentrate on what has worked.
- More Training, recruit more volunteers, have more engaged board members

Strategic Planning / Values & Mission

6. Are you aware of HCCA's mandate?

Yes – 83.33%

No - 16.67%

7. Do you feel that there is an area of the mandate that we are not fulfilling? If so, which one?

- N/A
- Yes. 'To promote the interests of the residents of the community'. The questions I continuously ask myself are: a) How legitimate is our association, given its tiny membership in relation to the size of our Hunt Club population? b) Whose interests are we representing, really? c) How do we know?
- Not all directors are engaged in carrying the HCCA's Mandate. Only 5 or 6 of the 10 directors are actively engaged
- In my view, we fall short on promoting the interests of HC residents to all levels of government. Other associations are more engaged on municipal issues and regularly make representations on behalf of their residents.
- Nothing is called "mandate" on the website. is this vision, priorities, mission, bylaws & constitution?
- Yes. I do not think that we are clearly representing all of the interests of our community, and thus are not fully advocating for the community.

8. Many organizations list the core values of their organization, such as Integrity, Honesty, Diversity, Respect, Passion, Collaboration. What words would you use to describe HCCA's core values?

- Community development, Fairness & Equality, Integrity, Transparency, Environmentalism, Sustainability
- From my personal perspective, these ought to be: 1- community building based on commitment to building relationships with all members and stakeholders of our community; the promotion of and modeling of civicism; to promotion and advocacy of equitable services for our community residents. In other words, RESPECT, JUSTICE, FAIRNESS, OPEN-MINDEDNESS, RESPONSIBILITY, COMMUNICATION, FRIENDSHIP
- Collaboration is important -with the Community, our Councillor and the various levels of government. We represent the community
- From my experience so far, it is hard for me to say what are our core values. If the questions is meant to mean, what HCCA core values should be, then I would say: Respect, Honesty, Integrity, Inclusiveness. Another key characteristic (not a core value though) would be forward-looking.
- respect, passion, collaboration
- Passion, Respect, Honesty, Accountability

9. Are you aware of HCCA's Strategic Priorities Framework?

Yes – 66.67%

No – 33.33%

10. How satisfied are you with your own contributions to the strategic priorities of the HCCA as a director?

Very satisfied – 20%

Satisfied – 60%

Neutral – 20%

Dissatisfied

Very Dissatisfied

If unsatisfied, how can HCCA help?

- I understand the value of COMMUNITY ENGAGEMENT and I think this needs to be stressed at every occasion you meet in order that each director understands his/her responsibility and commitment to do so as part of a team seeking to grow our HCCA and a strong, healthy and desirable community in which to live.
- Nothing is called "strategic priorities" on the website. Projects and action? City services are likely to be an issue over the next few year. The Community Centre was overused in 2019. OC Transpo is under used in 2020-21. People I talk with are very unhappy about basic maintenance of roads, parks etc.