

## Meeting – Thursday, April 19<sup>th</sup> Citadel Gathering Place

1. Welcome and Introductions - 10 people were in attendance

2. Brief History

- Castle Park was built in 2000

- Since that time the grounds have lost trees and shrub due to poor soil conditions

- Presently, there are large mud wasp nests in the ground on the backfield and near the playground. There are also large holes in the backfield. There is a lack of shade due to the loss of trees over the years.

- In 2012 a plan was created for a natural outdoor play area. The school district was going to pay for it. The plan was cancelled after a deficit was discovered.

3. Where Are We At Today.

- the School District is interested in the plan but wants to see what kind of community support there is for it

- Krista Shields (Grade 3 teacher at Castle Park) was given a grant this year to create a community garden. This should be completed by the end of this school year. She is currently waiting for the site prep to be completed by the School District Grounds Maintenance Department.

4. Moving Forward

A. **Name for the Project** - Citadel Gathering Place

B. **Advertising the plan for the Citadel Gathering Place**

I. **Information Board** - Krista and Paige

- a moving bulletin board will be created to advertise this project. This will be displayed at

- Welcome to Kindergarten

- Parent Thank You Tea

- Activity Day

- Talent Show

- Kindergarten Year End Celebration

- Krista will talk about the Citadel Gathering Place during the Grand Opening of her garden.

- Paige will write a piece to submit to for the next school newsletter

II **Making Pamphlets** - Denise Burrowes Mash

- Paige will forward pictures of the project and Denise will design and print pamphlets to hand out (and possibly posters to tape to mailboxes?)

III **Tent at Canada Day** - Nicholas Chesworth

- Nicholas will look into booking a tent at the Canada Day celebration at Castle Park on July 1st. This could be set up as an information booth to inform the community and possibly gather donations.

C. **Fundraising** - Deb Vanderwood, Nicolas Chesworth, Pamela Hiller and Denise Burrowes-Mash

I. Possible fundraising ideas

- Bobs and Lolo concert
- Will Stroet concert
- Reaching out to the parent community and asking for donations

D. Grant Writing -Rosie Perrin, Jolene Carlsen, Heather Klinck and Mehreen Saleem, Denise Burrowes Mash

- Denise will look into the City of Port Coquitlam Matching Grant (due April 30th)
- the committee will look at possible grants.
- Grant website: <https://canada.grantwatch.com/>

E. Meet with our Assistant Superintendent Rob Zambrano

- Paige will contact Sharp and Diamond to see how much it will be for them to come out and revise the plan and give us a new estimate
- Jolene will then contact Rob Zambrano to set up a meeting between him and whoever is available from the committee to see how much the District might commit to this project.