

# Guelph/Wellington Seniors Association

## Agenda

Meeting:	<b>GWSA Board of Directors</b>
Date:	October 16, 2019
Time:	9:30 am
Place:	Boardroom, Evergreen Seniors Community Centre
Chair:	Becky Fiedler
Invitees:	Judith Carson, Ken Fugler, Ann Grant, Cem Kaner, Athar Khan, Adam Rutherford, Brian Smith, Roger Stevens, and Tonie Sacchetti
Regrets:	Kerry Detlor
1.	<b>Call to Order</b>
2.	<p><b>Informational Items</b></p> <p>The Governance committee has submitted the following documents for publication in the November Sentinel.</p> <ul style="list-style-type: none"> <li>• Sentinel Announcement for Special Members Meeting</li> <li>• Sentinel Privacy Policy Work Group</li> </ul>
3.	<p><b>Consent Agenda</b></p> <p>Position Descriptions:</p> <ul style="list-style-type: none"> <li>• President - plus appendix for detailed agendas</li> <li>• Vice-President</li> <li>• Committee Chair</li> <li>• Governance Committee Chair</li> <li>• Governance Committee Secretary</li> <li>• Administrative Assistant for CSS</li> </ul> <p>Minutes:</p> <ul style="list-style-type: none"> <li>• Membership &amp; Marketing Committee 8/13/2019 Meeting</li> <li>• Special Events Committee 9/26/2019 Meeting</li> <li>• Human Resources Committee 10/2/2019 Meeting</li> <li>• Motion: To accept committee minutes for filing.</li> </ul> <p>Expenditures</p> <p>The Program Committee is requesting \$100 (in addition to the \$50 already budgeted) to purchase 3-ring binders for the new Activity Group Leader Manuals they told us about during our August 28 Board meeting. The writing team (Lionel Churchill, Jean McClelland, Kerry Detlor and Athar Khan) decided to use 3-ring binders so the new manuals have can easily be updated as new policies and/or procedures come in to effect. Corresponding Motion: To approve an additional \$100 to purchase 3-ring binders for the new Activity Group Leader Manuals.</p> <p><i>Proposed Motion: To approve items in the Consent Agenda.</i></p>

4.	<p><b>Adoption of the Agenda</b></p> <p><i>Proposed Motion: To adopt the agenda as published.</i></p>
5.	<p><b>Treasurer’s Report – Becky Fiedler</b></p>
6.	<p><b>Business Carried Forward</b></p>
6.1.	<p><b>Approve: Amended CSS Manager Position Description</b></p> <p>The proposed amendments make the CSS Manager Position Description consistent with the HR Committee Terms of Reference and with descriptions of other CSS positions.</p> <p><i>Proposed Motion: To approve the CSS Program Manager Position Description as amended.</i></p>
6.2.	<p><b>In-camera: Current member update and ongoing discussion re: recognizing previous Board</b></p>
7.	<p><b>New Business</b></p>
7.1.	<p><b>Discuss and approve: Proxy policy</b></p> <p>The Governance Committee recommends that we report back to members that we don't recommend creating a proxy process until legislation is enacted. See Governance Committee meeting minutes from Sept 9 for a more detailed discussion of the committee's rationale which will be shared with members.</p> <p><i>Proposed Motion</i></p> <p><i>To report to members at the upcoming Special Members Meeting that the Board does not recommend creating a proxy process until legislation that requires a process is enacted</i></p> <p><i>Proposed Motion</i></p> <p><i>To accept the minutes from the Governance Committee's Sept 9 meeting for filing</i></p>
7.2.	<p><b>Information and input: Governance Committee plans for Dec 9 special members meeting</b></p> <p>Motions passed at the Special Members Meeting in May require the Board to update membership before the next AGM. The document the Board will review outlines the main content showing the Board's responses to the Members' motions from May.</p>
7.3.	<p><b>Choose and approve: Strategic planning proposals</b></p> <p>Review strategic planning proposals from two consultants who have previously worked with the GWSA.</p>
7.4.	<p><b>Approve: Renew/extend in-kind support agreement between Royal on Gordon and GWSA's CSS program</b></p> <p>This partnership has been in effect for several years.</p> <p><i>Proposed Motion</i></p> <p><i>To authorize the GWSA President and Vice-President to sign the letter of agreement between Chartwell Royal on Gordon Retirement Residence and the GWSA extending the current relationship until the end of June 2020.</i></p>

7.5.	<p><b>Meet and Greet new CSS Program Manager, Cheri Herdman</b></p> <p>Ann Grant will provide sandwiches and veggies for Directors who wish to stay after the meeting for lunch and socializing with Cheri. Coffee/ tea and cake will be provided at no charge but there will be a cost for the sandwiches. Please RSVP to Ann if you plan to stay for lunch.</p>
8.	<p><b>Next meeting – November 20 at 9:30 am</b></p> <p>The primary focus of the November meeting will be financial procedures for Committees that handle money.</p>
9.	<p><b>Adjournment</b></p>

October 14, 2019