

# Guelph/Wellington Seniors Association

## Agenda

Meeting:	<b>GWSA Board of Directors</b>
Date:	November 20, 2019
Time:	9:30 am
Place:	Boardroom, Evergreen Seniors Community Centre
Chair:	Becky Fiedler
Invitees:	Judith Carson, Kerry Detlor, Ken Fugler, Ann Grant, Cem Kaner, Athar Khan, Adam Rutherford, Brian Smith, Roger Stevens, and Tonie Sacchetti
Regrets:	Ross Knechtel
1.	<b>Call to Order</b>
2.	<p><b>Informational Items</b></p> <ul style="list-style-type: none"> <li>• CSS Staff are now using their new computers. We needed new monitors in addition to the computers. Becky polled the majority of the Executive for approval for those monitors which we purchased from Best Buy on the same day as setup. Thank you to Cem Kaner and Brian Smith for their work on this project. CSS Staff are very happy with their new equipment.</li> <li>• The Board update for the December Sentinel is available for Directors' review.</li> <li>• The Governance and Special Events Committees are progressing well on their plans for the Dec 9 Special Members Meeting. Mayor Guthrie and Councillors Allt, Hofland, Goller and Gordon have been invited to celebrate the signing of the new Community Benefits Agreement. The M&amp;M Committee will be inviting press to cover the event.</li> <li>• Pat Gage plans for her last day of work to be Thursday, December 12. Interviews have been scheduled to identify a replacement who will begin on Dec 2 for a two-week training period.</li> </ul>
3.	<p><b>Consent Agenda</b></p> <p>Position descriptions:</p> <ul style="list-style-type: none"> <li>• CSS Community Eat Well Coordinator</li> <li>• CSS Feeling Better Move Well Coordinator</li> <li>• CSS Outreach Program Coordinator</li> </ul> <p>Policies:</p> <ul style="list-style-type: none"> <li>• FIN REV 80 Investments</li> <li>• FIN REV 10 Grant Applications</li> <li>• GOV 60 Committees</li> <li>• APPENDIX 19: Consent Agenda policy</li> </ul> <p>Minutes from Committee Meetings</p> <ul style="list-style-type: none"> <li>• Governance Committee Oct 10 and Nov 4</li> <li>• Finance Committee - August and October</li> <li>• Variety Show - September and October</li> <li>• Program Committee - September and October</li> <li>• Travel Committee - September</li> </ul> <p>Both the Governance Committee and the finance group reviewed the Terms of Reference for GWSA committees that handle money. Those committees include:</p>

	<ul style="list-style-type: none"> <li>• Dance</li> <li>• Membership &amp; Marketing</li> <li>• Special Events</li> <li>• Travel - added more oversight in consultation with Finance and Travel Committee Chair.</li> <li>• Variety Show</li> </ul> <p>NOTE: Terms of Reference for <i>The Sentinel</i> and Food Services Advisory remain outstanding as Governance and Finance apply the finishing touches.</p> <p><i>Proposed Motion: Move to approve policies and accept committee minutes for filing for 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 – Roger Stevens</b></p> <ul style="list-style-type: none"> <li>• Monthly financial statements</li> <li>• Closing bank accounts for Activity Groups</li> <li>• Update on investments</li> </ul> <p><i>Proposed motion: To accept the financial statements for filing</i></p> <p><i>Proposed motion: To increase the purchase amount limit requiring Board approval from \$100 to \$250.</i></p>
6.	<p><b>Business Carried Forward</b></p>
6.1.	<p><b>Approve: Line Dancing Request – Kerry and Athar</b></p> <p>No proposal received as of yet.</p>
7.	<p><b>New Business</b></p>
7.1.	<p><b>Approve: Donation to Legion Poppy Fund</b></p> <p>Thank you to Ann Grant and the Special Events Committee (Lloyd Le Blanc, Elaine Gowing, Rikki Durban, Jean McClelland and Tonie Sacchetti) for their work putting together a tribute to Canada's veterans. We will address the sound system issues in the next agenda item but those should overshadow the outstanding performances by the Guelph Collegiate Chamber Choir and the Ensemble from the Guelph Chamber Choir. The video interview of veterans Will Beardmore and Tim Nightingale by Mike Chaves and his crew from Guelph Collegiate was touching. Thanks also to The Sentinel staff for their assistance with advertising and program design. We collected \$359 from attendees.</p> <p><i>Proposed Motion: To donate \$359 collected from A Day to Remember attendees and \$141 from GWSA for a total of \$500 to the Guelph Legion Poppy Trust Fund.</i></p>
7.2.	<p><b>Update and input: Sound system – Mike and Cem</b></p>
7.3.	<p><b>Input: Holiday lunch (pay your own way) at Uptown Grill after the December Board meeting.</b></p>

7.4.	<p><b>Input: De-conflicting calendar information</b></p> <p>Each month, <i>The Sentinel</i> publishes the Activities schedule in the centerfold. The M&amp;M Committee prepares a mid-month email update notifying members of last-minute changes and cancellations. We also post general announcements regarding scheduling on the website as needed. In October, November and December, regularly scheduled activities were cancelled due to the Federal election; A Day to Remember; and Variety Show rehearsals and performances. Disruptions to our schedules are unavoidable.</p> <p>We could not distribute accurate, up-to-date information about the schedule because no one seemed to know which set of information was right and which was wrong. GWSA members showed up for regularly scheduled activities and were turned away after making the effort to attend.</p> <ul style="list-style-type: none"> <li>• Should we publish a schedule of activities?</li> <li>• Who should be responsible for determining which activities will meet and which will be cancelled?</li> </ul>
7.5.	<p><b>Approve: Silver Seven Skaters’ plan – Kerry, Athar and Roger</b></p> <p>On September 4, Roger asked the Board to address an \$800 loss from last skating season with the Silver Seven Skaters group. The Program Committee met with group representative to address this problem. Their plan has been provided to the Board.</p>
7.6.	<p><b>Approve: Activity Group Leaders Manual – Kerry and Athar</b></p> <p>Wendi Hake, Jean McClelland, Lionel Churchill assisted Kerry and Athar with the Activity Leaders Manual.</p>
7.7.	<p><b>Approve: Retirement gift for Pat Gage</b></p> <p>Becky will coordinate the purchase of a gift certificate in the approved amount from one of Pat's favourite Ontario quilt shops. Ann has started making arrangements for a reception scheduled from 10:30 am until noon on December 12 in Activity Room 2.</p> <p><i>Proposed Motion: Purchase a gift certificate in the amount of \$100 from an Ontario quilt shop as a retirement gift for Pat Gage.</i></p>
8.	<p><b>Next meeting – December 18 at 9:30 am</b></p> <p>The primary focus of the next meeting will be to mop up any open items that need to be addressed and to select a consultant to work with us on the Strategic Plan.</p>
9.	<p><b>Adjournment</b></p>

November 12, 2019