

April 15 GWSA Board Meeting

Wednesday, April 15, 2020

Agenda Items

1.0 Call to Order

Chair of the Meeting: Becky Fiedler

Meeting location: On-line Videoconference Meeting via Zoom

2.0 Information Items

- Updated since March agenda was distributed: Becky, Adam and Brian met with leaders of activity groups that use the auditorium to schedule the space more efficiently. The new schedule will go into effect once new contracts are drawn up. It includes a Board-reserved time on Fridays from 12:30 to 4 pm to allow special events such as dances, clinics, and tournaments. Friday afternoons that are unclaimed for special events will be released to activity groups for additional play time on a quarterly basis. See the new schedule below.
 - Brian, Becky, and Wendi met and reviewed and updated the Organizational Systems Checklist, a comprehensive inventory to assess the status of non-profit systems and documents that may need to be developed or revised. This information may be useful for the Board in determining future directions and helping with Strategic Planning. Let Brian know if you are aware of other adjustments needed.
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3.0 Information- Policies and procedures- Approved

ADM 90 Business Continuity Plan and Pandemic Plan; Appendix 6: Business Continuity Plan MOU; and Appendix 7: Influenza and Pandemic Guideline were approved by the Executive Committee at the Emergency Meeting on March 13. A majority of directors was in attendance and included in discussion, and there were no objections. These items were moved into the Emergency Meeting as it was called to respond to the unfolding COVID-19 Pandemic.

4.0 Information- Consent Agenda Items from March Meeting- Approved

Moved by Becky, seconded by Brian that all of the remaining items from the March consent agenda be approved as distributed.

A majority of directors responded via email, with all of those in favour. Approved.

5.0 Information- Poll Response- Strategic Planning Options

A survey was emailed to all Board members requesting their preference around the three GWSA Strategic Planning options which were previously shared in writing and presented at the February meeting. All respondents, a majority of Board members, voted in favour of Option 2, at an estimated cost of \$5000. This aligns with the amount estimated in the approved Budget.

6.0 Information Items - April 2020

- Governance Committee minutes 2020 04 06
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7.0 Consent Agenda

The Governance Committee reviewed and approved the following policies with no changes or minor edits.

- FIN OP 20 Refunds and Credits
- FIN OP 50 Expense Reimbursement
- FIN OP 60 Credit Cards
- FIN REV 20 Membership Fee
- FIN REV 60 Revenue From CSS, Activity Groups, Special Events
- FIN REV 70 Advertising Revenue
- Finance Committee Secretary
- Financial Administrator

The Governance Committee reviewed and approved the following policies with changes.

- FIN EX 20 Capital Expenditures
 - FIN EX 30 Insurance
 - FIN EX 40 Making Donations
 - FIN OP 5 Accounting Practices
 - FIN REV 30 Charitable Donations
 - Finance Committee Chair Position Description
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8.0 Adoption of the Agenda

Motion

Move to adopt the agenda as published

9.0 Roger Stevens: Treasurer's Report

10.0 Business Carried Forward

10.1 John Ness: Canoe Club budget requests

11.0 New Business

11.1 COVID-19 Response Update

An emergency meeting of the Board was arranged for March 13 to discuss the declared COVID-19 pandemic and the potential impact on the organization as the situation evolves. This time has been set aside for an update on the GWSA response and an opportunity for further discussion.

11.2 Pat Gage: Program Committee Update

11.3 Discussion: Cem Kaner: Social Isolation and Loaner iPads

Note from Cem Kaner:

My assumption is that covid will spread in at least two waves, like the Spanish flu (which killed lots more people in its Fall wave than in its earlier Spring wave). Until we have a vaccine that works, we will have social distancing, though my suspicion is that we'll take a break from social isolation in late spring or summer to make ourselves feel better and give the virus a chance to spread again.

My fantasy is that GWSA could use the break, in cooperation with some phone companies, to get internet connections into the homes of isolated seniors. For folks who do not possess tablets, who have been in GWSA for at least 6 months, who have a working internet connection, and who tell us they can't afford to buy their own tablet, we would give them a long-term loan of an ipad. We would buy Appicare for each of these ipads so that the borrowers can call Apple for tech support instead of burdening our very limited computer mentoring service.

For this to be sensible for GWSA, we would also have to reorganize some of our activities. The card-playing activity groups would have to appoint a web-activity coordinator. For example, the euchre activity groups would have to find someone to schedule online-euchre tournaments for GWSA members. This IS possible – there are free-or-cheap online euchre games that allow individuals to pick the other players in their game and to chat with the other players through the game interface. When chat within a card activity isn't directly available (there are online canasta apps, but I think no free ones have chat), we could set up card games as a 4-person zoom session. We'd still have to use the online game to deal the cards, but we could use zoom for the social interaction.

My other fantasy is that we could talk some ISP's into providing limited-and-cheap internet connectivity – the telephone variant of this, in the US, is called “lifeline” service and typically costs \$10 per month. It gives low-income seniors (those on social security) basic phone service. **IF** we decided that we were going to (conditionally) provide the ipads, we could start writing to Lloyd Longfield and others asking for help in persuading the local ISP's to provide something like that for seniors. I think most policy makers are probably worried about

the negative consequences of social isolation among the elderly. We would be proposing a way to mitigate this problem, and would be offering to kick in our own resources to help, which would buy us credibility as we ask others to kick in their resources.

There are many possible complexities here. Not least of them is that, while I would be willing to help until the end of this year when I will be leaving the Board.

11.4 Decision: Proposal to expand programming for Move Well

Note from Cheri Herdman:

Last month I went to an Eat Well program at Hadati Road that is facilitated at one of the County of Wellington Housing locations. Upon speaking with the participants they had told me that the VON was running gentle exercise programming at that site for some time and had recently ended the program at that site. There was a group of three ladies strongly advocating for its return. I reached out to Kelly Guy our contact at the VON to see if this was a temporary suspension and in the event that it was not had expressed our interest in running Move Well at that location. Kelly let me know that they will not be running at that site as their mandate requires a minimum of 10 participants and was glad to see we were interested in picking up the location. I have spoken with my contact at the County and they have let me know that we can run this program on Tuesdays at 11am and there would be no costs associated with the rental. We are proposing to pilot the program for 10 weeks starting Tuesday April 14th to Tuesday June 16th. Marg will be facilitating the pilot and if all goes well it is our hopes to then have this program operate permanently in the fall by a volunteer.

11.5 Ross Knechtel: Technology Update

- Ross is contemplating possible alternatives to Dropbox. Please let him know how/why you use Dropbox and what suggestions, if any, you have to improve our methods of use or the service we use.
- Ross is working on updates to the website. He will preview some of the behind-the-scenes progress.

11.6 Discussion: Proposed By-law Changes

The Governance Committee invited input on proposed changes to the By-law and discussed submissions at its meeting on April 6. The results are described in our minutes and summarized in the attachment provided here. We recommend saving any proposed By-law changes for presentation to members at the next face-to-face meeting rather than at a possible virtual meeting which may make discussion difficult.

12.0 Next meeting - May 20 at 9:30 am

13.0 Adjournment

Note time of adjournment along with motion

Discuss: all action items; created in this meeting

Motion

Move to adjourn the meeting.