

Guelph/Wellington Seniors Association

Minutes

Meeting:	GWSA Board of Directors
Date:	October 16, 2019
Time:	9:30 am
Place:	Boardroom, Evergreen Seniors Community Centre
Chair:	Becky Fiedler
Attending:	Judith Carson, Ken Fugler, Ann Grant, Cem Kaner, Athar Khan, Adam Rutherford, Brian Smith, and Roger Stevens
Regrets:	Kerry Detlor and Ross Knechtel
1.	<p>Call to Order</p> <p>Meeting called to order at 9:30am. Becky welcomed everyone and thanked them for coming.</p>
2.	<p>Informational Items</p> <p>The Governance committee has submitted the following documents for publication in the November Sentinel.</p> <ul style="list-style-type: none"> • Sentinel Announcement for Special Members Meeting- December 9, 2019 • Sentinel Privacy Policy Work Group
3.	<p>Consent Agenda</p> <p>Position Descriptions:</p> <ul style="list-style-type: none"> • President - plus appendix for detailed agendas • Vice-President • Committee Chair • Governance Committee Chair • Governance Committee Secretary • Administrative Assistant for CSS <p>Minutes:</p> <ul style="list-style-type: none"> • Membership & Marketing Committee 8/13/2019 Meeting • Special Events Committee 9/26/2019 Meeting • Human Resources Committee 10/2/2019 Meeting • Motion: To accept committee minutes for filing. <p>Expenditures</p> <p>The Program Committee requested \$100 (in addition to the \$50 already budgeted) to purchase 3-ring binders for the new Activity Group Leader Manuals prepared by Lionel Churchill, Jean McClelland, Kerry Detlor and Athar Khan. They decided to use 3-ring binders so the new manuals can be updated easily.</p> <ul style="list-style-type: none"> • Ann moved to approve the position descriptions as recommended. Adam seconded. All were in favour. The motion carried. • Ann moved to accept the committee minutes for filing. Athar seconded. All were in favour. The motion carried.

	<ul style="list-style-type: none"> • Mike moved to approve an additional \$100 to purchase 3-ring binders for the new Activity Group Leader Manuals. Cem seconded the motion. All were in favour. The motion carried.
4.	<p>Adoption of the Agenda</p> <p>Becky suggested adding a line dancing matter to the in-camera portion of the meeting agenda. Roger moved to approve the agenda as amended. Ken seconded the motion. All were in favour and the motion carried.</p>
5.	<p>Treasurer’s Report – Roger Stevens</p> <p>Directors reviewed the August financial statements as September’s are not yet ready. Roger pointed out that we are currently operating at a loss. Much of that loss can be attributed to actions of the previous Board: damages paid to employees for wrongful termination; legal fees; and higher-than-expected audit costs.</p> <p>Roger is having trouble getting in touch with financial institutions to discuss GWSA investments.</p> <p>The Board also discussed the possibility of raising membership fees which the previous Board opposed; seasonal patterns with respect to revenue and the fact that there are undeposited funds which have not yet been allocated to some of the accounts. Some of these items could be made more clear by calendarizing the financial statements but the group consensus was that this was not something they wanted to do now.</p>
6.	<p>Business Carried Forward</p>
6.1.	<p>Approve: Amended CSS Manager Position Description</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>Roger moved to approve the CSS Program Manager Position Description as amended. Ann seconded and all were in favour. The motion carried.</p>
6.2.	<p>In-camera: Current member update and ongoing discussion re: recognizing previous Board</p> <p>Ken made a motion to go in-camera to discuss some personnel and legal issues. Brian seconded the motion. All were in favour and the motion carried.</p> <p>During the in camera session, the Board discussed a temporary leave of absence for one of the Directors, a line dancing request; and unresolved matters with the previous board.</p> <p>Cem moved to end in-camera session to complete the rest of the Board’s agenda for today’s meeting. Roger seconded his motion. All were in favour and the motion carried.</p>

7.	New Business
7.1.	<p>Discuss and approve: Proxy policy</p> <p>The Governance Committee suggested 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>Cem moved to reported to members at the upcoming Special Members Meeting that the Board does not recommend creating a proxy process for now. Brian seconded. All were in favour and the motion carried.</p> <p>Ann moves to accept the minutes for the Governance Committee's September 9 meeting for filing. Cem seconded. All were in favour. The motion carried.</p>
7.2.	<p>Information and input: Governance Committee plans for Dec 9 special members meeting</p> <p>Motions passed at the Special Members Meeting in May require the Board to update membership before the next AGM. The Governance committee provided a document outlining the main content showing the Board's responses to those motions.</p>
7.3.	<p>Choose and approve: Strategic planning proposals</p> <p>Directors received proposals from two different consultants about working with the Board to develop a strategic plan. Becky emphasized the importance of developing a strategic plan. Ann suggested we wait until March to start work on the plans because the Board is already busy. Several Directors wanted more time to review the proposals.</p> <p>Roger moved to defer this decision until the next meeting. Ann seconded the motion. All were in favour and the motion carried.</p>
7.4.	<p>Approve: Renew/extend in-kind support agreement between Royal on Gordon and GWSA's CSS program</p> <p>The partnership between Royal on Gordon and the GWSA for the CSS Outreach program has been in effect for several years.</p> <p>Roger moved to authorize the GWSA 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. Cem seconded the motion. All were in favour and the motion carried.</p>
7.5.	<p>Meet and Greet new CSS Program Manager, Cheri Herdman</p> <p>Becky introduced Cheri Herdman, the new CSS Program Manager to the Directors and invited everyone to stay for lunch after the meeting adjourned.</p>
8.	<p>Next meeting – November 20 at 9:30 am</p> <p>The primary focus of the November meeting will be financial procedures for Committees that handle money.</p>
9.	<p>Adjournment</p> <p>Roger moved to adjourn at 11:52 am. Ann seconded the motion. All were in favour.</p>
Note	These minutes were approved at November 20 Board Meeting