

May 20 GWSA Board Meeting

Wednesday, May 20, 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

The Ontario Nonprofit Network has held Virtual AGMs for four years. They published a facilitation guide and sample script others might use to guide planning.

=====

The Royal City Quilters Guild offered a special thanks to Guelph Wellington Seniors Association in their May newsletter. This is a local organization whose members are primarily seniors. We hosted their first virtual guild meeting using one of our Zoom accounts. It was a hit with their members. In the month since we hosted their meeting:

- their Executive has decided to plan for a year of virtual meetings;
- they've purchased their own Zoom accounts;
- Guelph Today covered their efforts (<https://www.guelphtoday.com/helpers/royal-city-quilters-guild-goes-outside-its-comfort-zone-to-maintain-important-connections-2286677>); and
- the Canadian Quilters' Association invited Royal City Quilters Guild to write an article for their national magazine.

Isn't it amazing what a difference this simple, no-cost assistance has made to this local organization? Ross Knechtel is helping Guelph Wellington Men's Club transform their meetings as well.

=====

Our CSS group's efforts have received quite a bit of positive attention recently:

- Guelph Mercury Tribune article: <https://www.guelphmercury.com/news-story/9961400-guelph-working-harder-than-ever-to-keep-seniors-healthy-amid-pandemic/>
 - Dr. Anne-Marie Zajdlik's May 5 Facebook post
 - \$20,000 United Way/New Horizons funding for the CSS meals program for April through June. Congratulations to Adam and the CSS Team!!!
 - City/GWSA CSS partnership mentioned in City Staff Report to Council on May 11. See photo from presentation.
-

3.0 Consent Agenda

The Governance Committee has reviewed four policies and made minor revisions for Board approval. FIN OP-10 and FIN OP-30 may require further attention later and the Finance committee is invited to refer those changes to the Governance committee once they have been developed.

ACT EVE 50 Solicitation of Donations - rev 2020 05 08

FIN EX 10 Operating Budget - rev 2020 05 08

FIN OP 10 Handling Monies - rev 2020 05 08

FIN OP 30 Cash Floats - rev 2020 05 08

4.0 Adoption of the Agenda

5.0 Update: COVID response team

GWSA Email Updates: Brian Smith is the lead with help from Brenda Prine and Ross Knechtel. Updates go to about 1175 subscribers. Feedback has been generally positive. The May Sentinel is a compilation of the updates thus far.

CSS delivers three meals a week to approximately 150 vulnerable seniors. Outreach, Diabetes Support, and the telephone outreach programs are ongoing. Both Outreach and Diabetes Support meet remotely.

At the next Program Committee meeting, Pat is going to ask group leaders to begin thinking about how to increase the activity (safely) of their groups.

6.0 Roger: Treasurer's Report

Wendi and Roger are working with the City to clear up some logjams associated with the switch from CLASS to PerfectMind software.

The City's PerfectMind team is working to make online membership renewal possible. We're also talking to them about how to generate a variety of reports the GWSA needs

7.0 Business Carried Forward

7.1 Decision: Choose date and format (virtual or face-to-face) for AGM

Committee Reports are due to The Sentinel by June 1.

Year-end financials are delayed making an auditor's report impossible by June. Roger is proposing a September AGM which is well within Ontario's requirements for timeliness.

7.2 FYI: Cem Kaner update on internet access

Cem's update will include a recommendation to recruit Directors/project leaders/volunteers with specific skill sets needed to make a technology initiative possible.

7.3 FYI: Cem Kaner Update on Privacy Committee

Cem will provide a status report on the privacy committee's work to date.

8.0 New Business

8.1 Approve: Research request from Dr. Madeline Mant

Dr. Madeline Mant teaches anthropology at University of Toronto. She is currently conducting research into peoples' perceptions of COVID-19 and also on how it is impacting them as individuals. It is an on-line survey. This study has been approved by the University of Toronto Research Ethics Board (protocol #39169). Dr. Mant is the Principal Investigator on this research, with collaborators Dr. Alyson Holland (McMaster University), and Dr. Andrew Prine (Groves Memorial Community Hospital). In addition, the research is funded by a University of Toronto COVID-19 Action Initiative Grant.

It is challenging to get input from the Senior demographic to an on-line survey and that makes our GWSA Email updates a somewhat unique opportunity. If the Board approves our participation in this study, participation information will be published in our Email Updates and on the GWSA website.

The survey is available online at <https://s.surveymonkey.com/TycAd5R2r>

The Purpose of the Study is:

To look at perceptions, beliefs, and impacts of the novel coronavirus (COVID-19). COVID-19 is an emerging disease that has received a lot of attention in the media. This study is interested in understanding how people are getting information about COVID-19, the sources of information they use, if people feel they are at risk, and the impacts that disease transmission measures have had on them. The reason we are doing this study is to understand how COVID-19 is affecting people and to help public health agencies in Canada develop better ways of providing information to the public about this disease and any future disease outbreaks.

The Potential Benefits of the Study are:

The research may not benefit you directly, but it will give you the opportunity to be part of an initiative to help public health agencies in Canada respond better to this and future disease outbreaks. We hope to learn more about how people understand new infectious diseases and how this affects their behaviours. The results of this study will give insight into the

design of prevention programs and ways of disseminating information that are more effective.

8.2 Approve: Use PerfectMind to manage GWSA membership online from signup to membership renewals.

With the rollout of PerfectMind, it should now be possible for people interested in joining the GWSA to do so by signing up online at recenroll.ca. This is not ready but Roger would like to begin working on it with the City of Guelph's PerfectMind team.

8.3 Discussion: Emergency planning team and time horizon

GWSA is sponsor to a range of activities ranging from low-touch (line dancing) to high-touch (card playing) with an array of activities between those extremes. Some activities will be likely to return with few modifications while others will require much more modification to continue. CSS has already made substantial modifications to their programs in response to the coronavirus crisis.

We need to designate a team to lead work on transforming our organization, where needed, and the time horizon we will use to make our plans. Obviously, any plans will be subject to change based on new information and/or requirements from the City, province, or federal government.

We can carve this piece out of our strategic planning effort to get the benefit of Kinnon Consulting for near-term, emergency planning. We will return to broader strategic planning.

The City Council agenda for May 11 included some relevant information for our discussions. Please review pages 71 through 76

8.4 Ross Knechtel: Retirement gift for Mary Lynn Woods

Mary Lynn Woods is the accompanist for the Silvertones. Ross is asking the Board to recognize her past efforts with a gift certificate in an amount to be determined by the Board.

9.0 Next meeting - June 17 at 9:30 am

10.0 Adjournment

Note time of adjournment along with motion

Discuss: all action items; created in this meeting

Motion

Move to adjourn the meeting.