



M I N U T E S

Of The

Regular Board of Directors' Meeting No. D17-10

Held on March 19, 2018

**At the Aurora Seniors Centre
90 John West Way, Aurora, ON**

Presiding: Carol Hedenberg, President

Directors Present: Carol Hedenberg (President)
Jan Freedman (Vice President)
Sylvia Gilchrist (Secretary)
John Abel, Ron Coe, David LeGallais
John Scherrer, and Charles Sequeira

Staff Member: Karie Papillon, Adult Program Coordinator
Andrew Bailey, Assistant Program Coordinator

A.S.A. Members: Jim Abram, Larry Taylor and Bob Palmer

Regrets: John Layton (Treasurer)

Minutes Recorded by: Lydia Schuster, Recording Officer

Call to order: - A quorum being present, President Carol Hedenberg declared the meeting open to transact business at 13:00 hours.

On motion duly moved, seconded and carried it was resolved that:

DO17-10-01 Approval of Agenda
Moved by S.Gilchrist/J.Freedman

That the Agenda be approved as distributed.

The President requested the following changes to the agenda:

- Deferral of Item 4b – Computer Delegation – to April Board Meeting
- Addition of Item 11e – Town Notice re 2018 Christmas Market

The agenda was approved with these changes. CARRIED

D17-10-02 Approval of the Minutes

Moved by: S.Gilchrist/J.Scherrer

That the Minutes of the Regular Meeting held February 26, 2018 be approved as distributed. CARRIED

PRESENTATIONS/DELEGATIONS –

D17-10-03 Proposal re Use of Petch House

The President welcomed Lisa Warth, Acting Director of Community Services, who spoke to the recent Council direction to Staff for the preparation of a report regarding the proposed use of the Petch House as a wedding chapel for civil marriage ceremonies. Lisa noted that in order to ensure the staff report is complete it should include input/concerns/issues from the ASA Board, given the limitations of the Petch House facilities – no electricity or washrooms – which would involve accessing the Seniors Centre washroom facilities,

In their response, ASA Directors raised the following concerns:

- Accessibility
- Potential encroachment on exclusive use of Seniors Centre during ASA operating hours – e.g. dressing/change room
- Fire safety issues
- ASA has 14 activities and programs operating on Fridays with 200+ members in attendance – parking is already at maximum
- Responsibility for set-up of Petch House functions

Lisa noted these concerns would be included in the Staff report to be presented to Council

Carol thanked Lisa for hearing the Board’s concerns.

Discussion continued on the topic, during which Directors noted that ASA's objections to the Council proposal regarding the Petch House should be more formally conveyed, and that Council should explore other alternatives to their proposal. Along with Petch House limitations – accessibility, space, lack of facilities and no plans to provide same - Directors also noted that the current proposal is for limited use, and that any proposal regarding its future use should provide a more serviceable option to the community which may even warrant its relocation.

Ultimately, the discussion resulted in the following motion

Moved by: J.Abel/J.Scherrer

That ASA notify Town Council of its concerns and objection to their proposal regarding the use of the Petch House, and that Council consider other options relative to its function, including a potential relocation to enable viable use of the historical building.

CARRIED

BUSINESS FROM PREVIOUS MEETINGS:

D17-10-04 2018 Elections Committee Report

Committee Chair John Scherrer gave a verbal report, noting that at the conclusion of the nominations period (Friday, March 16th), there are five candidates for the three Director positions: **Jim Abram, Najma Kauser, John Layton, Cheryl Rines, Nick Senick**. Candidates' photos and bios will be posted Friday, March 23rd and announced in the April newsletter.

D17-10-05 Letter to Local Legion

The President referred to the draft letter to the Legion's Aurora Branch, as per Board direction from the February meeting.

Moved by: J.Freedman/R.Coe

That the draft letter to the Aurora Branch of the Royal Canadian Legion be approved.

CARRIED

D17-10-06 Seniors' Coordinator's Report (attached)

Karie Papillon reviewed the report containing the following matters for the Board's consideration

a) **Summer Entertainment Series 2018**

Moved by: S.Gilchrist/J.Freedman

That the Board approve the the staff proposal for the 2018 Summer Entertainment Series as presented and approve the related expenses up to \$1,200. CARRIED

b) April 15-21 – National Volunteer Appreciation Week

Moved by: S.Gilchrist/D.LeGallais

That A.S.A. approve the provision of free coffee for everyone during the April 15-21 National Volunteer Appreciation Week. CARRIED

c) Moved by: R.Coe/J.Freedman

That the Adult Programs Co-ordinator’s report be received. CARRIED

D17-10-07 Treasurer’s Financial Report to Feb.28, 2018 (attached)

Charles Sequeira presented the February Financial Reports, noting that Finance Committee had reviewed and vetted same. The reports consist of:

- Balance Sheet as of 28 February 2018
- Statement of Operations –February 2018
- Statement of Operations – January-February 2018

Motion by: R.Coe/J.Scherrer

That the Financial Report to February 28, 2018 be approved as distributed. CARRIED

D17-10-08 COMMITTEE REPORTS -

The following committees did not meet in February, thus no reports are available:

**By-Law Review Committee
Conduct Review Committee
Social Committee**

Executive Committee

D17-10-09 Awards, Special Recognition and Grants

Charles Sequeira provided a verbal report:

a) **Magna Hoedown 2018** – Charles noted that while in the past ASA did apply and receive a grant from this annual charitable endeavour, the commitment for A.S.A. volunteers is too demanding and the committee does not recommend applying for 2018.

b) **Ontario Seniors Community Grant Program 2017-2019**

Charles noted that a response had been received to the A.S.A. application for a grant to upgrade and improve the bocce courts. Charles read the Ministry's response letter (attached) which advised that

“As per the program guidelines, the application submitted was deemed ineligible for at least one of the following reasons:

- *The request exceeded the limits on food, staffing, technology or portable asset purchases*
- *The project did not meet funding criteria*
- *The project's start and/or end date is ineligible for this funding period*
- *You submitted a project previously funded by the Seniors Community Grant Program” (A.S.A. has not submitted a previous project under this grant)*

Committee Chair Jim Abram added that as the reasons given do not provide specifics relative to the A.S.A. project submitted, he will personally pursue clarification through the Ministry of Seniors Affairs, under each rejection category, to ensure that any future applications meet the specific criteria requirements.

c) **Drop Box in Parking Lot** – In response to Charles' question, Karie noted that the drop box location has been approved by the Town.

d) **Town of Aurora Community Awards and ASA Volunteer Appreciation April 22/18**

Charles referenced the report included in the agenda regarding the nominating committee meeting held March 14/18.

He noted that he and Jim Abram will be nominating the Aurora Seniors Association for the Community Recognition Award.

With respect to the ASA Volunteer Appreciation event, Charles referenced the committee's recommendation as contained in the minutes of the March 14 meeting.

Moved by: C.Sequeira/D.LeGallais

That as the upcoming (April 22nd) Volunteer Appreciation Brunch is in itself a recognition of all 2017 ASA volunteers who volunteered their time in support of the Association, and in the best interest of all volunteers, there be no special, or individual awards at the 2018 Volunteer appreciation event.

CARRIED

Moved y: J.Scherrer/J.Abels

That the report of the Awards, Special Recognition and Grants Committee be received.

CARRIED

D17-10-10 Community Development Committee Reports (Attached)

David LeGallais presented and reviewed the reports of the Committee meetings held February 28 and March 14/18 providing updates on currently scheduled and planned information/education seminars.

Move by: J.Freedman/S.Gilchrist

That the reports of the Community Development Committee be received.

CARRIED

D17-10-11 Finance Committee Report (Attached)

Charles Sequeira presented and reviewed the report of the meeting held March 9, covering the following matters:

- Review of the February Financial Reports
- Investments: PACE GIC renewed with a principal of \$58,572. at 2.5% interest for 18 months
- BMO GIC #51 – with a May 12/18 anniversary date to be renegotiated to ensure a better rate (current rate is 1%) and to transfer the investment to BMO Trust.

Moved by: J.Scherrer/D.LeGallis

That the Finance Committee Report be received.

CARRIED

D17-10-12 Membership & Volunteers

Sylvia Gilchrist reported that the committee will be meeting later in the week to address the matters previously referred – Town staff annual declaration relative to police background checks and cancellation of ASA Activities.

Sylvia also reported the Let Us Know proposal from Neiley Robertson requesting the Board to consider approaching The Globe & Mail and The Toronto Sun re. provision of complimentary dailies.

In the ensuing discussion, it was noted that the Board had already agreed not to pursue the reduced rate offered by the Toronto Star. The discussion ultimately resulted in

Motion by: J.Freedman/C.Sequeira

That Neiley Robertson be approved to explore the viability of obtaining complimentary dailies from The Globe & Mail and the Toronto Sun. **CARRIED**

D170-10-13 Operations & Activities Committee (Attached)

Board Liaison Ron Coe presented and reviewed the report and recommendations.

a) Moved by: R.Coe/J.Freedman

That \$152.55 be approved for the rental of 10 tables for the Spring Sale.

CARRIED

b) Moved by: J.Abel/S.Gilchrist

That \$2,000. be approved to purchase a new drill press and morting attachment for the Wood Shop.

CARRIED

c) Request for 4 sets of darts – ANDREW TO CHECK COST

d) Moved by: S.Gilchrist/J.Freedman

That the Operations & Activities Committee Report be received.

CARRIED

D17-10-14 Seniors Related Issues

Charles Sequeira provided a verbal update:

- a) Activate Aurora Fitness Test – project being developed to be made available for free trial to seniors. Project will include four levels of fitness. Charles reported he had participated in one of the tests.
- b) CHATS Walk for Wellness 2018 – Charles reminded Directors of the various ways they could support the ASA Team in this event.
- c) ASA Website – Charles noted the website had not been updated in February. Carol advised this had been resolved.
- d) Sport Aurora AGM – Charles, Jim and David had attended the meeting and noted that while Sport Aurora receives substantial grants, it does not appear to be interested in seniors’ needs relative to the planning for the multi-use facility.

D17-10-15 Special Events Committee (Attached)

Board Liaison Jan Freedman presented and reviewed the report of the Committee meeting held March 1/18, at which the following topics were discussed:

- Upcoming Mad Hatter Tea – Sun., March 11, 2018
- Gala – Saturday, May 5, 2018 –
- Trivia Night – Sept.28/18
- Silver Stars Play – April 14 & 15/18
- Volunteers needed for Active Living Fair – June 9/18
- Kitchen orientation for volunteers – March 15/18
- New Fundraising idea – Sale of purses for \$5.00 in support of a local agency (Carol noted that the Let’s Create Group will be proposing the charity for support by ASA)

Moved by: R.Coe/S.Gilchrist

That the Report of Special Events Committee be received.

CARRIED

Vice-President’s Report - Nil Report

D17-10-16 President’s Report (Verbal)

a) – Replacement of ASA Office Printer

The President referred to the proposal attached to the agenda noting the need to replace the 6-year old laser printer, with a new model less costly to maintain.

Moved by: S.Gilchrist/D.LeGallais

That the Board approve the purchase of a printer with scanning capacity as well as colour printing and 2-sided printing capability, and allocate \$500. plus taxes for this purchase.

CARRIED

b) By-Law 1.11.01 - b) *The Past-President shall be an advisory member of the Board with no voting privileges*

Carol Hedenberg requested clarification regarding the past president's attendance **and participation at Board**, in-camera and caucus meetings.

It was agreed to refer the matter to the By-Law Review Committee for clarification/recommendation.

c) Town of Aurora Christmas Market 2018

The President read the letter from the Acting Director of Community Services received prior to the meeting outlining the Town's plans for the location – Aurora Seniors Centre - of the Christmas Market to be held Friday, December 7th through Sunday, December 9th.

The plans will affect the following ASA activities:

- Friday Night Dance and Bid Euchre – to be cancelled
- Saturday – Dec. 8 – Evergreen Choir Concert which has been booked for over a year – and has an attendance of 200+

The President noted there had been no consultation with ASA regarding the Town's plans and its impact on ASA activities.

A discussion resulted in the following motion:

Moved by: J.Scherrer/R.Coe

That the Board notify Town Staff what the cancellation of ASA Activities and implications for the Evergreen Choir Concert are and request a meeting with staff within a week's time to explore alternative options re. dates/location.

CARRIED

d) Moved by: J.Abey/C.Sequeira

That the President's Report be received.

CARRIED

NEW BUSINESS:

D17-10-17 - a) April 2018 Newsletter – Board Page to feature announcement re. Director Nominees and voting and if space permits, Jim Abram’s article re. ASA Pickleball Tournament.

b) Letter of congratulations to Dir. Of Community Services
With the Town’s announcement of the appointment of Robin McDougall to the position to take effect March 26/18, the draft ASA welcome letter included in the agenda was approved.

c) Letter from Laurie Mueller, Exec.Dir.Sport Aurora
included in the agenda package, along with Jim Abram’s response declining participation in the Sport Tourism initiative.

D17-10-18 Adjournment: The meeting was declared adjourned at 15:00 hours.