



MINUTES

Of The

Regular Board of Directors' Meeting No. D19-11

Held on ARIL 20, 2020

Via Teleconference

Presiding: Dave LeGallais, President

Directors Present: **Dave LeGallais (President)**
 John Scherrer (Secretary)
 Jan Freedman (Vice President)
 Cheryl Rines (Treasurer)
 Jim Abram, Ron Coe
 Jeanne Chislett, Carol Hedenberg

Staff Members: Karie Papillon, Adult Programs Coordinator
 Andrew Bailey, Assistant Programmer

A.S.A. Members:

Regrets: **Charles Sequeira**

Minutes Recorded by: Lydia Schuster, Recording Officer

Call to order: A quorum being present, President Dave LeGallais declared the meeting open to transact business at 12:30 hours.

This being a teleconference meeting, directors agreed that motions would be voted on by requesting votes against motions – **i.e. if no objections, motions would be declared as carried.**

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

D19-11-01 Approval of Agenda

Moved by: C.Hedenberg/J. Freedman

That the Agenda be approved as distributed.

CARRIED

D19-11-02 Approval of the Minutes

Moved by R.Coe/C.Rines

That the Minutes of the Regular Meeting held March 23, 2020 be approved as distributed.

CARRIED

PRESENTATIONS/DELEGATIONS – Nil

BUSINESS FROM PREVIOUS MEETINGS

D19-11-03 Phone Calls to ASA Members without Internet

The President provided a verbal report – reviewing the decision taken at the March 23rd Board Meeting and the subsequent (March 26th) on-line vote to proceed with personal telephone calls. 221 members were identified to receive phone calls. The group was divided among fifteen Reception volunteers and Board members. A script was provided as a guideline. The phone calls started on April 2nd the feedback in all cases was positive. Of the total members called, two reported having concerns that have since been resolved. A second round of calls is planned in a couple of weeks.

D19-11-04 Staff Responsibilities re. ASA

The President reported that all Directors had responded by e-mail and provided input. In consultation with Executive Committee, it was determined that as the Committee is unable to meet in person to review the responses received, the matter would be deferred until the restrictions are lifted, at which time Executive would proceed to prepare a report to the Board.

In response to a question as to whether the Town had been notified of the reason for the delay, Karie noted that she would inform the Town.

Motion by: J.Freedman/C.Rines

That the President's verbal reports be received.

CARRIED

D19-11-05 Seniors Adult Programs Coordinator’s Report (Attached)

Karie referred to the e-mailed report that provided updates on:

- a) recent visit to the Seniors Centre and photos of Bill Hawke’s progress with patching and painting the lobby.
- b) Karie’s inclusion in the Mayor’s Aurora Cares Community Action Team to represent seniors which is in the information-gathering stage.
- c) April 19-25 being National Volunteer Week an e-flash had been sent out on behalf of staff and the ASA Board.

Directors thanked Karie and Andrew for their daily communication and for maintaining the Seniors Centre Without Walls program. Karie and Andrew reported that over the past four weeks they have recorded over 1,000 participants in SCWW (the total number for the whole of the preceding year was 938).

In response to potential plans for the re-opening of the Centre, Karie noted that a plan will have to be developed to re-open in stages in order to keep people safe.

Moved by: J.Scherrer/R.Coe

**That the Report of the Adult Programs Co-ordinator be received
CARRIED**

D19-11-06 Treasurer’s Financial Report to March 31, 2020 - Attached

Cheryl Rines referenced the report and reviewed the topics:

- Monthly reporting and backups
- March month end and balance sheet
- Auditor’s Review Engagement 2019
- Investments – Meridian Investments GIC (Approx. \$83,000.) maturing May 11/20 renewed for one year at 1.75%
- Policies and Procedures – draft policy re. Inventory Control & Reimbursement to be reviewed by Finance Committee
- Charitable Donations – Cheque for \$250. sent to CHATS

Motion by: J.Scherrer/J.Abram

That the Treasurer’s report be approved.

CARRIED

D19-11-07 COMMITTEE REPORTS -

The following committees had Nil reports:

- By-Law Review Committee
- Community Development Committee
- Executive Committee
- Finance Committee – See Treasurer’s report
- Membership & Volunteers Committee
- Operations & Activities Committee
- Social Committee
- Special Events Committee

Ad-hoc Committees

- Conduct Review Ad-Hoc Committee
- Executive Committee
- ASA Current & Future Space Needs

D19-11-08 Seniors Affairs & Grants Committee

Moved by: J.Abram/J.Scherrer

That the recommendations re. donations as set out in the agenda be approved: (formal requests from CHATS & SOUTHLAKE were sent to Treasurer Cheryl Rines)

- a) **Deferral of annual donation to St. John’s Therapy Dogs** to a later date but keep in mind for future consideration should they make a formal request for financial support;
- b) **CHATS: additional donation of \$250.00 and ratification of \$250.00 donation already issued, for a total donation of \$500.00;**
- d) **Southlake Hospital \$500.00.**

CARRIED

Jim noted that with these amounts, the remaining donations balance for 2020 is \$1426.

D19-11-09 Renewal of Town/ASA Agreement Ad-Hoc Committee

Karie provided a verbal update noting that the draft recommendations regarding the renewal of the Town/ASA Agreement are currently with the Facilities Manager and following his input will be referred to the

Town's Legal Department. Karie is hopeful that a response will be available in a couple of weeks; any communication on this matter will be passed on to Dave LeGallais.

D19-11-10 2020 Director Elections Nominating Committee

Committee Chair Cheryl Rines reported that given the COVID-19 restrictions, she is preparing a proposed timeline to address options for director elections, in the event that the current situation continues into the fall. Cheryl will e-mail her proposal to the **Executive Committee**, and then provide a report to the Board at the May Board Meeting.

Vice-President's Report – Nil Report

D19-11-11 President's Report

In his report, the President addressed the following matters:

a) Aurora Sports Hall of Fame

Dave reported that on February 18th he had met with Christine Dajia of the Sports Hall of Fame, who advised that they had received a \$5,000. grant from New Horizons for their program Moments in Sports. In order to execute the program, they want to partner with ASA to:

- Interview/connect with ASA members willing to share past sports stories which will be incorporated into an 8-page graphic arts book.
- Sports Hall of Fame will purchase a binding machine to be given to ASA for ASA volunteers to assemble 400-500 copies and distribute them to aurora schools.
- The grant also provides \$2,000. for the hiring of a project manager (over 55 years of age)

Dave had advised Christine to prepare a detailed proposal to be presented to the Board.

In the ensuing discussion, Directors voiced their concerns regarding collaboration with Sports Hall of Fame on this undefined project noting the responsibility that it would place on ASA volunteers. The discussion concluded with

Motion by: R.Coe/J.Abram

That the request from Aurora Sports Hall of Fame be denied.

CARRIED

NEW BUSINESS:

D19-11-12 a) MAY Newsletter

Dave will provide text for an update to go out as an e-flash on May 1st.

D19-11-13 Next Quarterly Payment to Town

Ron Coe raised the matter of the Town's decision to defer payments from non-profit agencies using Town facilities, and questioned whether ASA had requested similar consideration in view of no-cash flow since the closure of the Seniors Centre.

Cheryl Rines noted that the next (2nd) quarterly payment is due July 1st, and that Executive Committee will discuss this matter when they are able to meet, and will report to the Board.

D19-11-14 Adjournment: the meeting was declared adjourned at 13:38 hrs.

Next Board Meeting will be held Monday, May 25, 2020 at 12:30 p.m.