



MINUTES

Of The

**Regular Board of Directors' Meeting No. D20-09
Held on FEBRUARY 16, 2021
Via ZOOM Meetings
*Presiding: Dave LeGallais, President***

Directors Present: **Dave LeGallais (President)**
 John Scherrer (Secretary)
 Jim Abram (Vice-President)
 Cheryl Rines (Treasurer)
 Ron Coe, Carol Hedenberg, Jeanne Chislett
 Ann Overington, Nick Senick

Staff Members: **Karie Papillon, Adult Programs Co-ordinator**
 Andrew Bailey, Assistant Programmer

ASA Members: **Jo-Anne Bartholomew, Jane Snape and Glen Sharp**

Regrets:

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.**

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

D20-09-01 Approval of Agenda
 Moved by: C.Hedenberg/J.Scherrer
 That the Agenda be approved as distributed.

Additions to agenda:

Jim noted that he would provide a verbal report on behalf of the Seniors Affairs and Grants Committee.

The Agenda was approved with the additional item as noted.

CARRIED

D20-09-02 Approval of the Minutes of Previous Meetings
Moved by J.Chislett/A.Overington
That the Minutes of the Regular Meeting held January 18, 2021
be approved as distributed.

CARRIED

D20-09-03 PRESENTATIONS/DELEGATIONS - NIL

BUSINESS FROM PREVIOUS MEETINGS

D20-08-04 Meeting with MP Tony VanBynen and The Hon. Deb Schulte, Minister for Senior Affairs

The President reported on the Zoom meeting with the Minister for Seniors Affairs Deb Schulte held Thursday, January 21st at 4:00 p.m. The meeting had been arranged by MP Tony VanBynen and included other seniors centres and CHATS personnel. In the discussion, the Minister stressed the need to engage seniors through virtual programs and in response to Dave's enquiry, noted that mandating vaccination is not advisable as it infringes on human rights (individual health circumstances - allergies, medical issues).

D20-09-05 Potential Meeting with Provincial Minister of Health Christine Elliott

Jim reported that given current conditions, the Minister's schedule is fully booked. However, both Jim and Dave are in touch with Dawn Gallagher-Murphy, the Minister's constituency office manager, who will apprise ASA of any developments regarding delivery of vaccines.

Jim also noted that in addition to the the Seniors Community Grants program, the Ministry of Seniors and Accessibility offers several grant opportunities to help seniors stay socially and physically active and participate in their communities, including:

Inclusive Community Grants:

Ontario is investing \$2 million over two years through its new Inclusive Community Grants program to strengthen communities and provide local opportunities for older adults and people with disabilities

Seniors Active Living Centre programs:

Seniors Active Living Centres offer social, cultural, learning and recreational programs for seniors that promote health and well-being.

Age-Friendly Communities (AFC) initiatives:

This program celebrates and showcases Ontario communities that are taking steps to becoming age-friendly by creating policies, programs and services that support seniors.

Jim requested that Directors consider these opportunities and refer suggestions that could be considered for grant application.

Jim also noted that as part of the Provincial pre-2021 budget consultation, he had e-mailed the ASA priorities as discussed in prior meetings.

D20-09-06 Items deferred from previous meeting

- a) Phone calls to members – Dave noted that ASA members without internet access had been contacted by phone by ASA volunteers at the start of the year to enquire re. any issues and assure them that even though the Seniors Centre is closed, they could still pick up the monthly newsletter inside the front entrance to the Centre, and that when the Centre reopens, they will be able to contact the Centre for updates regarding programs and activities.
- b) Could ASA request Mandatory Vaccinations as a safety measure for members taking part in ASA activities–

Dave noted that in efforts to assure members that ASA is exploring all feasible options to ensure the safety of members when the Seniors Centre is able to reopen and reintroduce ASA activities, he had investigated the viability of mandatory vaccinations with Town's Legal Dept.,(their response was that this is not feasible due to privacy issues) as well as York Region Public Health, and OCAO – both organizations had no comment.

He had also raised the question at the Jan. 21 meeting with the Minister for Seniors Affairs Deb Schulte, whose response was that this would be against Human Rights Legislation.

The Board has agreed not to pursue this.

Dave further noted that as a way of assuring members that the Board is pursuing any and all avenues to ensure their safety, Karie had proposed sending an E-flash survey that would focus on 3 questions:

- a) Do you intend to be vaccinated when COVID Vaccine is available -
- b) If the Seniors Centre reopens **before** the Vaccine is available, do you plan to return -
- c) If Vaccine is available, do you plan to return to the Seniors Centre

The summary of responses would be shared via E-Flash

- c) Naming of Woodshop
Ron noted that with the December passing of Michael Varcoe who had initiated and equipped the woodshop with minimal budget as an ASA activity, he

proposed naming the woodshop as the Michael Varcoe Woodshop in recognition of his contribution and dedication to establishing the woodshop as a vibrant ASA activity.

In the ensuing discussion, directors noted that:

- The current name on the Woodshop is the First Pro Woodshop assigned through the Town's Naming Rights Process
- The term/duration of the Naming Rights is not determined
- A name change would require a request to the Town
- ASA does not have a guideline/criteria for special recognition of members' contributions

The discussion resulted in:

Motion by: R.Coe/J.Abram

That ASA consider the feasibility of renaming the Woodshop to the "Michael Varcoe Woodshop".

MOTION DEFEATED

D20-09-07 Update re ASA Garage Sale

Carol noted that given the current situation a Garage Sale is not viable until possibly the fall.

Cheryl noted that the license to hold the 50/50 draw has not been applied for. Carol noted that should a Garage Sale be possible, it could be held without the 50/50 draw.

Cheryl advised that she will proceed to apply for the 50/50 draw license to cover the 2021 November Holiday Bazaar and the 2022 Spring Sale.

D20-09-08 Seniors Adult Programs Coordinator's Report – Nil Report

D20-09-09 Treasurer's Financial Report to Jan. 31, 2021 – Attached

Cheryl reported that the two reports – January Balance Sheet and January Statement of Operations – had been reviewed by the Finance Committee.

There being no questions,

Motion by: C.Rines/C.Hedenberg

That the Treasurer's report for the period ending January 31, 2021 be approved.

CARRIED

D20-09-10 COMMITTEE REPORTS -

The following committees had **Nil reports**:

- Community Development Committee – (Andrew to set up a meeting)
- Membership & Volunteers Committee – (All 2020 members have been updated as 2021 members)
- Operations & Activities Committee

- Social Committee

D20-09-11 By-Law Committee Report – Proposed Revision to the Donations Policy

Presenting the proposed revised Donations Policy (Attached), John Scherrer noted that the previous policy did not reflect the changes and practices that had since been approved – i.e.

- the annual calculation and donations amount
- the responsibility for consideration of donations requests being assigned to the Seniors Affairs & Grants Committee
- the proposal that the Seniors Affairs Committee have the decision regarding approval and amount of donation, and report decision to the Board.

Motion by: J. Scherrer/J. Abram

That the revised Donations Policy be approved as presented.

CARRIED

D20-09-12 Executive Committee Report (Attached)

As Committee Liaison, Jim reviewed the report of the meeting held February 4, 2021 to address the following matters given that ASA is entering the 2nd year of shut-down with no annual Director elections and no Annual General Meeting.

1. Annual General Meeting (AGM)

ASA By-Law #1 states that the AGM is to be held in June, and the agenda items, in addition to all other member and Board of Director's business that may be transacted, will include the following:

- a) Acceptance of Officers
- b) The Report of the Directors
- c) The Financial Statement
- d) Report from the Auditors
- e) Auditors appointment for the ensuing year and their remuneration
- f) New Business.

By-Law #1 also provides for a Special Board Meeting to be called to address a specific matter, which in lieu of the AGM, would be to approve Board decisions taken during the preceding Board terms 2019-20 and 2020-21.

2. Director Elections

Given the current shut-down situation and the dependence on Provincial direction regarding reopening of the Centre, the members of Executive Committee foresee that the earliest that Director Elections process can be undertaken in accordance with By-Law #1 is March 2022.

In the ensuing discussion regarding the above issues:

- John noted that all matters pertaining to the AGM – with the exception of the constitution of the new Board of Directors which requires elections - could be addressed by calling a Special Board Meeting.
- In response to Carol’s enquiry whether a virtual AGM option had been considered, the response was that this option had not been investigated.
- Karie noted that voting on matters can be readily done using Zoom Polls.
- Elections cannot be conducted virtually as By-Law #1 calls for voting by ballot.

The discussion resulted in:

Motion by: J.Scherrer/N.Senick

That the Executive Committee pursue the feasibility of holding a Special Board Meeting in June to approve decisions taken during the preceding Board terms 2019-20 and 2020-21 and the Board for 2021-2022, and report at the March 15, 2021 Board Meeting. **CARRIED**

3. Confirmation from current Board Members re. continuation of service beyond June 2021.

Agreed by general consensus: Current Board Members to consider continuing beyond June 2021 and to report respective decisions at the March 15, 2021 Board Meeting.

4. Election of Principal Officers

Current Principal Officers (Executive Committee) have agreed to stand beyond June 2021 with the approval of the Board.

Agreed by general consensus to defer to the March 15, 2021 Board Meeting.

5. Should ASA reopen/reintroduce ASA activities when Province returns to Red Zone – or delay reopening until vaccines are available to everyone –

Referred to ASA Seniors Centre Reopening Committee for consideration and recommendation to the Board for the March 15, 2021 Board Meeting.

Moved by: J.Scherrer/C.Hedenberg

That the Report of Executive Committee be received. **CARRIED**

D20-09-13 Finance Committee Report (Attached)

Board Liaison Nick Senick presented the report of the Finance Committee Meeting held February 5, 2021 at which the following matters were addressed:

- a) Review of the Draft January 31/21 Financial Reports

b) **Investments:**

On January 29/21 BMO GIC #54 matured. The fund which included principal and interest amounting to \$41,211.35 was deposited in ASA's bank account.

February 01/21, purchase of BMO GIC #56 in the amount of \$50,000. for a term of 12 months at a rate of 0.65% interest.

c) **Insurance.** Jan.13/21 receipt of statement from Law Insurance for both the Contents and Liability Commercial Package and the Directors and Officers Policies totalling \$5,431.32. Cheque in payment of premium was issued at month end.

d) **Bingo Licence.** The current license expires at the end of March. The Committee recommends that ASA apply for the renewal of the Bingo License before it expires, so that the Bingo activity can be reintroduced when the Centre re-opens.

Moved by: C.Hedenberg/N.Senick

That the Report of Finance Committee be received. CARRIED

D20-09-14 Seniors Affairs and Grants Committee (Verbal)

Jim reported that membership in the Aurora Arboretum and Sport Aurora had been renewed and that he would be attending the respective organizations' AGM's.

Jim also noted that in conjunction with the approval of the revised Donations Policy, Cheryl Rines had informed him that the 2021 calculated donations amount is \$2632.43. Accordingly, Jim put forth the following:

Motion by: J.Abram/J.Scherrer

That \$2632.43 as calculated by the ASA Treasurer be approved as a 2021 budget for donations in accordance with the ASA Donations Policy.

CARRIED

D20-09-15 Special Events Committee Reports (Attached)

Ann Overington reviewed the reports of the Committee meetings held January 20th and February 4, 2021.

Jan. 20/21 topics - Board approval of \$600. Budget for 3 virtual events.

- Arrangements for Feb. 12 "Famous Lovers" Event with Lianne Harris

Feb. 4/21 topics -

“Famous Lovers” event – 40 participants booked

“February Serenades” with Smile Co. booked for Feb.20th

“St. Patrick’s Zoom event” will be on Wednesday, March 17 at 3:00 p.m. with entertainer David Wildsmith
Gift bag pick up will be on March 16th from 11:00 a.m. – 2:00 p.m.

Events in planning stage:

Zoom seminar talk with a Maple Leaf Alumnus and the Alzheimer’s Pro-Am. Suggested dates are either April 16 or April 23 at 1:00.

Zoom Tea Party in May at no cost to the ASA – the guests would be the entertainment.

Motion by: C.Hedenberg/C.Rines

That the Reports of the Special Events Committee be received.

CARRIED

D20-09-16 Ad-hoc Committees

Conduct Review Ad-Hoc Committee - Nil Report

Renewal of ASA/Town Operating Agreement – Nil Report

2021 Director Elections Nominating Committee – Nil Report

D20-09-17 Seniors Centre Reopening Committee (Verbal)

Dave reported that the committee’s next meeting will be on February 18th at 10:30 a.m.

The agenda will focus on whether ASA should reopen/reintroduce ASA activities when Province returns to Red Zone – or delay reopening until vaccines are available to everyone. A report will be provided at the March 15, 2021 Board Meeting.

D20-09-18 Vice-President’s Report

Jim reported that since the Ontario Seniors 55+ Winter Games have been cancelled until 2022 – he had contemplated approaching the Town and Sport Aurora to see whether this activity could be organized locally; however given current conditions this would not be feasible.

D20-09-19 President’s Report –

a) Phone Call with Dawn Gallagher-Murphy re COVID VACCINE

Dave reported that he has been assured by Dawn Gallagher-Murphy that ASA will be informed immediately regarding availability and distribution of the vaccine as well as the York Region numbers of COVID cases and its variants. All such communication will be passed on to the membership via E-flash and website notices. At present the projected timeline for seniors is late March or April. All seniors will be provided pertinent information on arranging vaccine appointments.

- b) OACAO Webinar: Coffee, Tea or the Right Volunteer Board or Committee - March 23/21

Dave noted that Karie had provided details of OACAO webinars at the January Board meeting. Dave suggested Directors would benefit from participation in the March 23/21 webinar: Coffee, Tea or the Right Volunteer Board or Committee.

“This webinar will help you to understand the different types of personalities that you need to be on boards and committees. What attracts volunteers to boards and committees. How to retain volunteers through the right role descriptions and terms of references. How to communicate effectively and if not how to release them. Understanding that one size does not fit all.”

Dave noted that the Executive Committee will be taking part. Cheryl also noted she would contact the members of the 2021 Nominations Committee and suggest they attend.

NEW BUSINESS:

D20-09-20 MARCH Newsletter – Dave will provide text -

D20-09-21 Adjournment: the meeting was declared adjourned at 14:08 hrs.

Next Board Meeting will be held Tuesday, MARCH 15, 2021 at 12:30 p.m.