



## MINUTES

Of The

**Regular Board of Directors' Meeting No. D20-12**

**Held on MAY 17, 2021**

**Via ZOOM Meetings**

***Presiding: Dave LeGallais, President***

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

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

**ASA Members:**           Glen Sharp?

**Regrets:**                    Cheryl Rines (Treasurer)

**Minutes Recorded by:**   Lydia Schuster, Recordig 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:**

**D20-12-01   Approval of Agenda**  
                  Moved by: J.Scherrer/A.Overington  
                  **That the Agenda be approved as distributed.                   CARRIED**

**D20-12-02   Approval of the Minutes of Previous Meetings**  
                  Moved by C.Hedenberg/N.Senick  
                  **That the Minutes of the Regular Meeting held April 19, 2021**  
                  **be approved as distributed.   CARRIED**

**D20-12-03   PRESENTATIONS/DELEGATIONS -**  
                  **a) Aurora Culture Days –**

The President welcomed Shawna White, Chair of the Aurora Culture Days Planning Committee.

Shawna noted that Culture Days is a nationally mandated and promoted annual event that features all cultural groups, including ASA. Shawna provided an overview of the Committee's plans for 2021 Culture days – noting that because of COVID-imposed restrictions, the 2020 Culture Days event ran for one month – and plans for this year are to have the event run from September 24 to October 24.

In addition, the Committee has decided to feature a Summer of Culture showcasing cultural partners in conjunction with the Farmers' Market starting June 26<sup>th</sup> with all groups participating. Shawna suggested this event would be an excellent opportunity for ASA to showcase the various activities offered at the Seniors Centre. The deadline for participation in a Summer of Culture is June 8<sup>th</sup>.

As well, since all cultural groups will be participating in the Sept.-Oct. Cultural Days, Shawna proposed that ASA might consider holding an open house at the Seniors Centre with active demonstrations of the various activities available at the Centre. The deadline for inclusion in the Aurora Culture Days is Sept. 13<sup>th</sup>.

Another means of participating would be to contribute to the Culture-In-A-Box which is distributed to 100 recipients.

Shawna noted that the Town will promote Culture Days on their website for all participants and all will have the opportunity to provide a display banner similar to last year's event.

Dave thanked Shawna for all the Committee's hard work in this endeavor.

## **BUSINESS FROM PREVIOUS MEETINGS**

### **D20-12-04 Update re Extension of Town/ASA Operating Agreement -**

The President noted that as directed at the April 19<sup>th</sup> Board Meeting, Executive Committee had addressed this matter at their meeting of April 27<sup>th</sup> – the report for which is part of the agenda.

### **D20-12-05 Update re Movie License Renewal with Audio Cine Films**

Andrew reported that he had obtained confirmation from Audio Cine Films that the license renewal will take effect on the date that ASA is able to resume showing movies at the Seniors Centre and will extend for 12 months. Andrew will follow up once a reopening date is confirmed.

**D20-12-06 Request for answers re COVID – Christine Elliott’s Office**  
Dave noted that a reply to his request had been received by e-mail and forwarded to all Directors. Dave proposed sharing the response by e-flash so members could have current information.

At Karie’s suggestion, it was agreed to have the Minister’s response posted on the ASA website and to send a link through an e-flash.

**D20-12-07 Seniors Adult Programs Coordinator’s Report – Attached**  
Karie referred to her report noting:  
a) the need for approval of the automatic renewal of the ASA Zoom Account (May 13<sup>th</sup>) at an annual cost of \$200.

Moved by: J.Scherrer/A.Overington  
**That the Board approve the renewal of the ASA Zoom Account at a cost of \$200. for the period May 13, 2021-May 13, 2022. CARRIED**

b) Centre usage by other Town of Aurora Recreation Divisions as set out in her report, and noted the addition of First Aid Training for Staff to be held as evening events.

Motion by: J. Scherrer/J.Chislett  
**That the report of the Seniors Adult Programs Coordinator’s Report be received. CARRIED**

**D20-12-08 Treasurer’s Financial Reports: Year-End 2020 and to April 30, 2021 – Attached**

In Cheryl’s absence, Nick Senick presented the following:

- Year-End 2020 Balance Sheet, Statement of Operations for Dec./20 and Statement of Operations January-December 2020  
Nick noted that in March these were presented in draft form. The current reports reflect reviews and adjustments and Finance Committee recommends posting same on the ASA Website.

The financial reports for April 2021, as reviewed by Finance Committee include:

- April Balance Sheet
- April Statement of Operations
- January-April Statement of Operations

There being no questions,  
Motion by: C.Hedenberg/R.Coe

**That the Treasurer's reports for Fiscal 2020 and the period ending April 30, 2021 be approved.**

**CARRIED**

**D20-12-09 COMMITTEE REPORTS -**

The following committees had **Nil reports**:

- By-Law Review Committee
- Membership & Volunteers Committee
- Operations & Activities Committee
- Social Committee

**D20-12-10 Community Development Committee - Attached**

Dave noted that the committee had met on April 21<sup>st</sup> and May 12<sup>th</sup> and the respective reports are attached. At Dave's request, Andrew presented the reports noting the following:

- SCWW Medical Cannabis Seminar to be held on May 18<sup>th</sup>. Has 50 sign-ups
- June being Seniors' Month – plans are to offer seminars once/week – featuring CHATS, Geanealogy, Cognitive Thinking
- Future seminars planned include: Aurora Public Library, a YRP Seniors' Safety Officer, Cyber Safety by YMCA.

Moved by: N.Senick/J.Abram

**That the Reports of the Community Development Committee be received.**

**CARRIED**

**D20-12-11 Executive Committee Report (Attached)**

Committee Liaison, Jim noted that Executive had met on April 27<sup>th</sup> to address the Extension of the operating agreement between the Town of Aurora and the Aurora Seniors Association. The Committee reviewed the Town's proposed amending agreement and found only one clause of concern which related to the Association ability to review the use of space at the centre in each quarter during the term of the agreement. Specifically as stated herein;

"The Town may waive, reduce, or otherwise vary the user fees payable quarterly by ASA, under this agreement, at the sole discretion of the Town"

Executive Committee is recommending the following in response:

**“The Town may waive, reduce, or otherwise vary the user fees payable quarterly by ASA, under this agreement, as mutually agreed to by the Town and the ASA.”**

Moved by: J.Abram/J.Scherrer

**That the Committee’s recommendation regarding the Town’s proposed Amending Agreement for the Extension of the Town/ASA Operating Agreement be approved and that the Executive Committee’s Report be received.**

**CARRIED**

**D20-12-12 Finance Committee Report (Attached)**

Board Liaison Nick Senick presented the report of the Finance Committee Meeting held May 7, 2021 at which the following matters were addressed:

- a) **Final 2020 Year End Statements.** The review is now complete, adjustments have been posted and the “Final” statements have been prepared. The Committee reviewed the statements for the period ending December 31, 2020. There being no concerns identified by the Committee, the reports are to go to the Board for approval at the May 17 Board Meeting.

The Committee recommends that these reports be posted on the Centre’s website along with the May Board Meeting minutes so the membership can have access to the year-end statements and an opportunity to ask questions. Questions are to be directed to the Treasurer’s email:

[asatreasurer@outlook.com](mailto:asatreasurer@outlook.com)

The Board Secretary will be copied on questions and answers to emails so that they can be posted in the following month’s Board minutes.

**b) Review of the April 30/21 Financial Reports**

- c) **CRA Tax Filing 2020.** BDO Canada has been informed that the Board has approved the cancellation of the Review Engagement for 2020 and approved for them to prepare the 2020 CRA Tax filing for the Association. The Auditor has been provided with the requested documentation and will be working on the tax forms over the next two weeks. Tax forms are due to the Federal Government at the end of June.

- d) **Review Audit Schedule.** The Finance Committee has researched Board records and determined that there is no requirement for another Full Audit. The Review Engagement the Association requests by BDO Canada on an annual basis identifies any abnormalities in our process and in the previous year’s December statements.

e) **Rogers Internet Renewal Offer.** Bill Hawke informed the Committee that Rogers advised that the ASA Internet promotion will soon expire. The cost of Ignite for Business is \$139.99 per month; however, Rogers has offered the Association a Renewal Plan for a 3-year term at \$59.99 per month. This is good news and Bill will let Rogers know that we are interested in this offer.

Moved by: J.Scherrer/J.Abra

**That the Finance Committee Report and Recommendations contained therein be approved.**

**CARRIED**

**D20-12-13 Seniors Affairs and Grants Committee -**

Jim reported that he had taken part in a webinar hosted by MPP Steven DeDuca\* focusing on the Provincial Liberal Party's Long Term Care vision. Jim has the link to the recorded webinar.

*(\* Jim provided this correction after the meeting.)*

**D20-12-14 Special Events Committee Report (Attached)**

Ann Overington reviewed the report of the Committee meeting held May 6/21

Ann noted that given current COVID restrictions and an uncertain reopening of the Seniors Centre, the Committee is proceeding with plans for additional virtual events.

The Committee is planning a virtual Ice Cream Party on August 20<sup>th</sup> with ASA providing "sundae kits" and entertainment by "The Sparkletts". The Committee is requesting \$500. to fund this virtual event.

Moved by: A.Overington/J.Abram

**That the Board approve the Special Events Committee request for \$500. for the August 20<sup>th</sup> virtual Ice Cream Party event.**

**CARRIED**

Ann also reported that other virtual/Zoom events planned are: a Trivia event for September and a Hallowe'en Party in October.

Moved by: N.Seick/J.Scherrer

**That the Report of the Special Events Committee be received.**

**CARRIED**

**D20-12-15 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

**D20-12-16 Seniors Centre Reopening Committee – Attached**

Dave referred to the Notes from the meeting of May 6<sup>th</sup>, focusing on the following topics:

- **Second survey to be sent out to members**

Purpose: To help inform ASA Board when/if ASA should reintroduce activities at the Seniors Centre.

Proposed survey date: Week of May 31st

Suggested survey questions:

- Are you planning on getting both vaccines as soon as available
- Will you be fully vaccinated by Aug. 31st
- Would you be comfortable if Centre opened: Sept. 1 - Oct. 15 - Jan.1  
Answers to be on a sliding scale from:  
not comfortable to very comfortable for each date  
+ Comment Box
- What activities would you like to participate in: - Sports, Fitness, Cards/Games, Social  
+ Town Programs preference - In Person or Virtual

Karie is to draft the survey and test with Reopening Committee

- **Karie's proposal for using the Goose Chase App (scavenger-hunt software)** to encourage summer (July & August) fun activities for seniors. The plan is to have a paper version and an on-line version by downloading the App.
- Karie provided an overview of how Goose Chase could be used and proposed that Board members participate in a test run prior to introducing it to the wider seniors community. Karie will send out the appropriate links for downloading the Goose Chase App.
- **Jo-Anne Bartholomew's suggestion for possibly moving some activities outdoors as a way of an earlier, gradual reopening.**

Karie noted that registration for outdoor activities is different and requires working with Reception volunteers in order to determine whether is would be viable.

- Tools to consider relative to reopening timeframe:
  - a) Number of new COVID cases - Up/Down
  - b) Vaccine Rollout - 2nd shot and over 55 years/age

- c) Response from Christine Elliott's Office to COVID questions
- d) Survey results

- **Ideas for celebrating Seniors' Month in June**

In addition to activities already planned, Jo-Anne suggested an e-flash be sent out to members to ask for their stories of projects/activities they accomplished during COVID shut-downs to be included in July Newsletter. Jo-Ann will prepare e-flash text.

Moved by: J.Scherrer/A.Overington

**That the Report of the Seniors Centre Reopening Committee be received. CARRIED**

**D20-12-17 Vice-President's Report – Nil**

**D20-12-18 President's Report – Aurora Culture Days**

- a) Dave proposed that the itinerary for the July & August Summer of Culture days be e-flashed to members. **Agreed by general consensus.**

- b) **ASA sponsoring one pop-up event in July and August**

This resulted in a lengthy discussion with consideration given to availability of equipment (tent), and volunteer power for set-up and take-down as well as manning the tent. It was ultimately agreed that this would be a good opportunity to feature the advantages offered by ASA at the Seniors Centre and resulted in the following motion :

Moved by : D.LeGallais/J.Abram

**That the Board explore the viability of participating in the Aurora Summer of Culture events in either July or August pending resolution of logistics and the availability of space in the Town's tent. CARRIED**

- c) **Participating in Sept./Oct. Aurora Culture Days with a possible open house at the Seniors Centre on a Sat./Sun.**

Directors agreed this would be worth pursuing as a way to promote ASA and the Seniors Centre. It was agreed to discuss this further at the June Board Meeting.



**d) Seniorscape Column in The Auroran**

Dave reported that this column appears in The Auroran once a month under the SeniorScape heading which includes a drawing of the Seniors Centre. Christine Doyle has been providing the text focusing on seniors in general. At the bottom of Christine's column there is a note of happenings at the senior centre that month and some interesting activities which was contributed by Sylvia Gilchrist.

Sylvia has informed Dave that as she has been away from the Centre, she will cease her involvement at the end of June.

Dave is prepared to continue this practice while seeking another volunteer.

**NEW BUSINESS:**

**D20-12-19 a) JUNE Newsletter** — Dave will prepare text for the Board Page

**D20-12-20 Adjournment: the meeting was declared adjourned at 14:17 hrs.**

**Next Board Meeting will be held MONDAY, JUNE 21, 2021 at 12:30 p.m.**