



MINUTES

Of The

Regular Board of Directors' Meeting No. D21-02

Held on JULY 19, 2021

Via ZOOM Meetings

Presiding: Dave LeGallais, President

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

Staff Members: Andrew Bailey, Assistant Programmer
ASA Members: Jane Snape
Regrets: Cheryl Rines (Treasurer)
 Karie Papillon, Adult Programs Co-ordinator

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 12:33 hours.

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

D21-02-02 Approval of Agenda

Moved by: J.Scherrer/A.Overington

That the Agenda be approved as distributed

Andrew requested the addition of a verbal report on Vandalism under Senior's Coordinator's Report

Carol requested the addition of a Volunteer Memorial Clock under New Business

The Agenda was approved with the above additions.

CARRIED

D21-02-02 Approval of the Minutes of Previous Meetings

Moved by C.Hedenberg/N.Senick

That the Minutes of the Regular Meeting held June 21, 2021

be approved as distributed.

CARRIED

D21-02-03 PRESENTATIONS/DELEGATIONS – NIL

BUSINESS FROM PREVIOUS MEETINGS

D21-02-04 a) Town/ASA Amending Agreement Jan. 1-Dec.31, 2022 (Attached)
Dave noted that following the June 21st meeting, Robin McDougall had responded by e-mail that the Town’s Legal Department had agreed to remove the sentence questioned by A.S.A. in Section 2 (ii) of the previous amending agreement.
Executive Committee members had reviewed the revised amending agreement and had agreed via e-mail that it should be presented for Board approval.

Moved by: J.Abram/N.Senick

That the Board approve the revised Town/ASA Amending Agreement Jan. 1-Dec.31, 2022 and return it to the Town with appropriate signatures. CARRIED

b) ASA participation in Aurora Summer of Culture & Aurora Culture Days

Dave reported that with the resignation of Shawna White, and the appointment of Alicia Cherayil to steer the above events he had been unable to obtain confirmation of the two events that ASA had agreed to participate in. Accordingly, Dave had withdrawn from the pop-up event scheduled for August 14.

He is still waiting for confirmation regarding the September 25 Information booth in the Town’s tent.

Dave had contacted Joan Brownlow regarding the possibility of having the Silver Stars perform skits at the Bandshell on Sept. 25. Joan responded that the Sept. 25 date would not give the group enough time to plan/select/practice and as a result the Bandshell option was out.

Dave will follow up with the Town to determine if the Sept. 25 event is still active; if not, will withdraw A.S.A.’s participation.

c) Confirmation of Board Liaisons to Standing Committees

Dave called for Directors to confirm their assignment as **Board Liaison to ASA Committees for the 2021-2022 Board Term:**

By-Law Review Committee:	John Scherrer
Community Development Committee:	Dave LeGallais
Executive Committee:	Jim Abram
Finance Committee:	Nick Senick

Membership & Volunteers Committee: Carol Hedenberg
Operations & Activities Committee: Ron Coe
Senior Affairs & Grants Committee: Jim Abram
Social Committee: Carol Hedenberg
Special Events Committee: Ann Overington

Dave requested Board Liaison Directors to provide their respective committees' Chairs and Membership for approval at the August Board Meeting.

D21-02-05 Seniors Adult Programs Coordinator's Report –

Andrew reported that the Petch House had been vandalized overnight and a window in the Billiard Room had been broken. Bill Hawke is working with the police and insurance company to have the windows replaced. Animal tracker cameras installed in the Petch House area had captured the intruder and police are pursuing the matter.

This incident generated a discussion regarding the need to bring the matter of lighting and security cameras for discussion with Robin McDougall.

Directors also noted that two more cameras are available to be added to the ASA system, and that it has the capacity to add 4 more cameras. The ASA storage shed should have one of the cameras installed immediately.

It was ultimately agreed that Carol will liaise with Bill Hawke regarding the installation of the camera on the storage shed and the cost of purchasing 4 additional cameras for the ASA system.

D21-02-06 Treasurer's Financial Reports to June 30, 2021 – Attached

In Cheryl's absence, Nick presented the June statements as reviewed by Finance Committee with no concerns raised.

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

- June Balance Sheet
- June Statement of Operations
- January-June Statement of Operations

There being no questions,
Motion by: J. Scherrer/C.Hedenberg

That the Treasurer's reports for the period ending June 30, 2021 be approved.

CARRIED

D21-02-07 COMMITTEE REPORTS -

The following committees had **Nil reports**:

- Community Development Committee
- Finance Committee
- Membership & Volunteers Committee (Carol reported that Sylvia Gilchrist had confirmed she would continue to chair the committee for the 2021-2022 Term)
- Operations & Activities Committee – (Dave confirmed he would continue to chair the Committee and with the exception of Bill Ault, all other Committee members had confirmed their membership for 2021-2022.)
- Social Committee
- Special Events Committee

D21-02-08 By-Law Review Committee – Verbal

Board Liaison John Scherrer reported that Nick Senick and Lydia Schuster had confirmed they will serve as members of the By-Law Review Committee for the 2021-2022 Board Term.

D21-02-09 Executive Committee Report (Attached)

Jim Abram reviewed the report of the Committee meeting held July 13 at which time the Committee had deliberated on potential reopening dates to be proposed to the Reopening Committee for their July 15th meeting. Executive had unanimously endorsed either September 20th or October 4th. Jim noted the Reopening Committee's recommendation is detailed in their report to be presented later in the meeting.

Executive had also confirmed their membership for the 2021-2022 Term: Dave LeGallais, Jim Abram, Cheryl Rines and John Scherrer.

Moved by: C.Hedenberg/N.Senick

That the report of Executive Committee be received. CARRIED

D21-01-10 Senior Affairs & Grants Committee (Attached)

Jim Abram reviewed the report of the Committee meeting held July 13th at which the following topics were discussed:

- Privacy and COVID 19 Passports – no impact on A.S.A.

a) United Way Emergency Fund Grant – Committee agreed that A.S.A. should apply for the following items totaling \$5,750.:

- PPE: Face shields and goggles (of reasonably high quality) – 25
- (Kenneth Cole Goggle-Style Face Shield with 180° Safety Coverage: Goggle and Face Visor Integrated in One Design - Unisex Fashion Protective Wear for Men, Women is \$49.00 + tax .per Amazon) Total \$1500.00
- Impermeable Protective Barriers – 2. Total: \$1500.00
- Disinfectant fogging machine fluid (\$74.95 + tax /4 litre jug) – 12 jugs \$1000.00
- Zoom Account to enable continued remote program access: \$250.00
- Audio System Upgrade (relevant to COVID 19 to prevent impact of splashes and sprays of droplets emanating from speakers) – Total \$1500.00

b) Seniors Affairs Committee Webpage update re Committee membership as: Jim Abram (Chair & Liaison); Dave LeGallais; John Scherrer and Cheryl Rines

c) Zoom Meeting with Tony Van Bynen, MP Newmarket-Aurora along with the York Regional Liberal Caucus: Jim, Dave and other member attended.

d) Southlake Health Centre charitable donation – Thank you letter received re. \$500. Donation

e) OACAO Program: Links to Wellbeing project that links socially isolated older adults with social and recreational opportunities eventually to be available throughout Ontario. Committee supports A.S.A. endorsement of this program.

Moved by: J.Scherrer/N.Senick

That the Report of the Senior Affairs & Grants Committee be received.

CARRIED

D21-02-11 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

D21-02-12 Seniors Centre Reopening Committee – Attached

Committee Co-Chair Dave LeGallais reported that the Committee had met on July 15th and referred to the Meeting Notes sent out with the agenda focusing on the following topics:

- Karie's Update re Town Lawyer's interpretation of Step 3 General Requirements (see Karie's summary attached)
- Reopening Date – **The Committee agreed to reopen the Seniors Centre for A.S.A. activities on October 4th.** (See Committee Recommendation)
- A.S.A. Activities to be reintroduced on Centre reopening are to be determined and recommended for Board approval at the Committee's next meeting – August 10th. Activity Coordinators will have to be contacted and training in safety protocols will need to be provided. Activities and registration procedures will be published in the September Newsletter, as well as via E-Flash announcement and members without internet access will be contacted by phone.
- Recommendation re. Memberships for New Members to start as of October 4 (rather than Nov. 1st) and extend through to Dec. 31, 2022
- Recommendation re. Renewal of current memberships for 2022 to start Dec. 1st
- New outdoor activities – suspended for time being
- Changes in ASA participation in Summer of Culture & Aurora Culture Days
- Proposal re ASA Open House – potential date: Nov. 20/21 – needs further discussion and development
- E-Flash and Phone Committee to announce firm reopening date – to be finalized for September
- Judy Vienneau, Use of shop room for carvers.
- United Way Emergency COVID 19 Grant application & suggestion re. consideration of portable air filters for a future grant availability.

Committee's Recommendations:

a) That as of October 4th, 2021, non-members wishing to take part in ASA activities have the option to sign-up for ASA membership and have their membership extend through 2022.

b) That current ASA members be required to renew their membership for 2022 starting December 1, 2021.

c) That an announcement regarding the October 4th reopening date for ASA activities be included in the August Newsletter, reinforced by an E-Flash.

Moved by: J.Scherrer/C. Hedenberg

That the report and recommendations of the Seniors Centre Reopening Committee be approved.

CARRIED

D21-02-13 Vice-President's Report – Nil

D21-02-14 President's Report –

a) Update re. Annual Holiday Bazaar/Spring Sale

Dave reported that Carol Palmer had provided her records regarding the organization of the Holiday Bazaar to be passed on to the next event chair. Andrew is meeting with Carol Palmer to organize her files.

Dave noted that the Holiday Bazaar and Spring Sale have been the two major fundraising events for A.S.A. and proposed that a standing Ad-Hoc Fundraising Committee be established to recruit and work with respective sub-committees to organize and execute fundraising events.

Directors supported the proposal and agreed that By-Law Review Committee be requested to draft a Fundraising Committee mandate for Board approval at the August Board meeting.

a) Open House & Membership Drive

Dave noted that given the possibility that not all current members may wish to return to the Centre under current still-uncertain conditions, it would be prudent to hold an Open House and Membership Drive shortly after reopening. The Reopening Committee had agreed (at Karie's suggestion) to have this take place on Saturday, November 20, 2021.

In the ensuing discussion the following points were raised:

- Would the Open House be part of a Reopening Celebration – Dave noted that the Provincial rule re. maximum building occupancy would need to be observed
- Open House will have to focus on all membership aspects – attracting new members as well as encouraging renewals from current members
- Membership & Volunteer Committee will need to be consulted re details

- Carol Hedenberg offered to contact Committee Chair Sylvia Gilchrist and report back at the August Board Meeting.

Moved by: R.Coe/Ann Overington

That the President's Report re. establishing a Fundraising Committee and Open House/Membership Drive be received.

CARRIED

D21-02-15 NEW BUSINESS

- a) August Newsletter – Dave to provide text for the Board Page**
- b) Joan Brownlow's E-Mail re. Proof of Vaccination**

Dave noted that this matter had been discussed in previous meetings as not a legal option for ASA as vaccines are not mandated by either Provincial or Federal government. Dave had sent Joan a response to that effect.

Directors also noted that the Seniors Centre is a Town building and parameters for use of Town buildings will be set by the Town. Any policy or procedure that impacts the use of Town buildings would need Town approval.

- c) Volunteer Memorial Clock**

Carol noted that she and Ann Overington had discussed a way that A.S.A. could recognize the contributions of all volunteers – past, present and future – and came up with the proposal for a large clock with a plaque acknowledging their time, service and contributions to A.S.A.

Directors agreed with Carol and Ann's proposal. Carol and Ann are to provide more information at the August Board Meeting.

Adjournment: the meeting was declared adjourned at 13:30 hrs.

Next Board Meeting will be held MONDAY, AUGUST 16, 2021 at 12:30 p.m.