



**MINUTES
Of The
Regular Board of Directors Meeting No. D22-03
Held on AUGUST 15, 2022
Aurora Town Hall, Leksand Room**

Presiding: Jim Abram, Vice-President

Directors Present: John Scherrer (Secretary)
Jim Abram (Vice-President)
Cheryl Rines, Treasurer
Nick Senick, Carol Hedenberg
Ann Overington, Glen Sharp

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

Regrets: Dave LeGallais (President), Vern Cunningham

ASA Members: Frank Snape, Rob Ishoj (Finance Committe members)
Jane Snape, Kevin Griffiths

Recording Officer : Lydia Schuster

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

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

D22-03-01 Approval of Agenda
Moved by: C.Hedenberg/J. Scherrer
That the Agenda be approved as distributed. CARRIED

D22-03-02 Approval of the Minutes of Previous Meetings
Moved by A. Overington/C.Sharp

That the Minutes of the Regular Meeting held July 18, 2022 be approved as distributed. CARRIED

D22-03-03 PRESENTATIONS - NIL

D22-03-04 BUSINESS FROM PREVIOUS MEETINGS

a) Update: Membership Renewals

Carol Hedenberg reported that as of August 12, 2022, there were 1016 active members – 135 of these are new members. As well, 10 more new members were signed up on Aug. 15 for a total of 145 to date. Resident vs. non-resident percentages are: 70% Aurora residents and 29% non-residents.

Motion by: C.Hedenberg/J.Scherrer

That the Membership update be received. CARRIED

b) Let's Get Acquainted – Carol noted she will provide a verbal report under the Membership & Volunteers Committee.

c) Update re. Maple Leaf Forever Pens & ASA Pen Sets

Ann Overington reported that as the Membership & Volunteers Committee will not meet until September, the matter had not been discussed. Despite that, Ann presented the following motion:

Moved by: A.Overington/C.Hedenberg

That the Board award a Maple Leaf Forever Pen to Helen Stohr in recognition of her long-time selfless and dedicated volunteer service as a member of the Special Events Committee and many other volunteer ASA activities.

In support of the motion, Carol reported that she had contacted Marlene Ashe whose husband had pursued the acquisition of a quantity of the Maple Leaf Forever tree from the City of Toronto which had been used to produce the pens. Because of its unique provenance, the City of Toronto had established the criteria for the distribution of such pens – namely that they should be awarded to Toronto citizens or members who selflessly volunteered their services to their respective communities.

Carol noted there are 9 remaining Maple Leaf Forever Pens and 11 sets of the ASA gift pen sets.

A vote on the motion resulted in **MOTION CARRIED UNANIMOUSLY.**

- d) **Update re. servicing of bar fridge**
Carol reported that a service call to assess the bar fridge is scheduled for August 20th. An update will be provided at the September Board Meeting
- e) **Board Photo –September 19, 2022**
By general consensus it was agreed to schedule the Board photo at the September 19th Board Meeting – at 12:30 p.m. – Jim and Dave are to contact Tom Yates to ascertain his availability for that date.
- f) **Confirmation of Standing Committee Chairs & Members**
Community Development Committee: Andrew reported the following committee membership: Shirley Petrie, Chair; Dave LeGallais Board Liaison & Jim Abram and Charles Sequeira
- Seniors Affairs & Grants Committee:** Jim Abram, Chair and Board Liaison; Dave LeGallais, Cheryl Rines, Charles Sequeira and John Scherrer.

D21-03-05 Seniors Adult Programs Coordinator’s Report (Attached)

Karie presented the report containing the following topics:

- a) **The Prevention of Elder Abuse Committee of York Region Fundraiser** is holding their annual fundraiser titled “Hello Beautiful” on September 28, 2022. and seeking sponsorship with the purchase of a ½ page ad to advertise the the Aurora Seniors Association and Seniors Centre for \$300. This would also include 3 free tickets to the event.

Moved by: N.Senick/C.Rines

That the Board approve the purchase of a ½ page ad at a cost of \$300.00 in support of The Prevention of Elder Abuse Committee of York Region “Hello Beautiful” fundraiser event.

CARRIED

b) Seniors Active Living Fair - Saturday September 10 from 9 a.m. to 1 p.m.

Karie requested the board to have a table at the event – manned by two Board Members - to welcome visitors, distribute newsletters and ASA Activity Guides, and generally promote ASA at the Centre.
Glen and Jim volunteered for this event

Motion by: C.Hedenberg/A.Overington
That the Adult Program Coordinator's Report be received.

CARRIED

D22-03-06 Treasurer's Financial Reports to July 31, 2022 (Attached)

Cheryl presented the July 2022 statements and reviewed the accompanying financial analysis.

The reports for July 2022 include:

- July Balance Sheet
- July Statement of Operations (Income Statement)
- January-July Statement of Operations (YTD Income Statement)

In the ensuing discussion, Directors expressed concern over the reduced revenues resulting from the implementation of the reduced membership fee for members renewing/signing up in July. Cheryl will discuss the implications with Finance Committee in September and report at the September Board Meeting.

Motion by: C. Rines/C. Hedenberg

That the Treasurer's Financial Reports for the period ending July 31, 2022 be approved.

CARRIED

D22-03-07 COMMITTEE REPORTS

The following committees had **Nil reports**:

- Community Development Committee – No Meeting
- Finance Committee – No Meeting
- Fundraising Committee – Nil Report
- Operations & Activities Committee – No Meeting
- Special Events Committee – No Meeting

D22-03-08 BY-LAW COMMITTEE REPORT (Attached)

John presented and reviewed the By-Law Committee Report of Aug. 10/22, noting that the report reflects the Committee's deliberations regarding two matters:

- a) **Review By-law 1.16.00** as a result of a motion at the July Board meeting that required amending the clauses in this section of By-law #1. Accordingly, the committee is recommending amending clauses **1.16.00 & 1.16.01 to read:**

1.16.00 DUES AND FEES

a) The renewal of annual membership dues are to be settled by January 1 of each year. New and renewing members joining after January 1 must pay their full year's annual dues. Members who have not renewed their membership by January 1 shall be subject to By-Law 1.16.03

b) Notwithstanding 1.16.00 a); New and renewing members joining after July 1 of each year shall pay 50% of their full year's annual dues.

1.16.01 DUES

The annual membership dues of the Association shall be set by the Board of Directors.

Motion by: J.Scherrer/N.Senick

That the Board approve the amendment of By-Law #1 – Section 1.16.00 and 1.16.01 as presented. CARRIED

b) The other item on the agenda was to script a **Sponsorship Policy** for the Association.

John referred to the attached draft policy and noted that it had been emailed to the Fundraising Committee Co-Chairs Carol Palmer and Pat Varney for review and comment. Pat Varney had confirmed acceptance of the draft policy.

Moved by: J.Scherrer/C.Hedenberg

That the draft Sponsorship Policy be approved as presented. CARRIED

Motion by: A.Overington/N.Senick

That the Report of the By-Law Committee be received. CARRIED

D22-03-09 Membership & Volunteer Committee

Board Liaison Carol Hedenberg reported that a Let's Get Acquainted session had been held in August with 14 new members in attendance. Dave, Vern and Linda LeGallais presented the program. Membership & Volunteers Committee will take over the Let's Get Acquainted sessions starting September 14, 2022 at 11:00 a.m.

Moved by N. Senick/A.Overington

That the verbal report of the Membership & Volunteers Committee be received. CARRIED

D22-03-10 Seniors Affairs & Grants Committee – Verbal Report

Jim reported that Bill Hawke’s research into the viability of an awning for the Bocce courts patio confirmed that an awning is not a viable solution for that space. Bill proposed a gazebo with a removable cover as a better alternative and is pursuing specifics and costing information for presentation to the Board with a view to ASA applying for a grant when available.

Moved by: G.Sharp/N.Senick

That the verbal report of the Seniors Affairs & Grants Committee be received. CARRIED

D22-03-11 Social Committee Report – Verbal

Carol reported that the Committee is restocked and actively serving at ASA BBQ’s, and recent events - Poker tournament, Hoedown and Quiche dinner events.

Moved by A.Overington/J.Scherrer

That the Social Committee verbal report be received. CARRIED

D22-03-12 Special Events Committee – Verbal Report

Ann Overington reported that the Trivia event date has moved to October 14, 2022.

The Committee membership remains unconfirmed at present. Ann will report after the Committee meets in September.

Moved by: C.Hedenberg/C.Rines

That the Special Events Committee verbal report be received. CARRIED

D22-03-13 Ad-hoc Committees

- a) **Conduct Review Ad-Hoc Committee** inactive
- b) **Nominations & Elections Committee** inactive
- c) **Renewal of ASA/Town Operating Agreement** No Report

D22-03-14 Vice-President's Report - Jim referenced the recent news coverage of George and Erlinda Biondic's fundraising initiative in support of the Aurora Food Bank.

Moved by: J.Abram/C.Rines

That the Board congratulate George and Erlinda Biondic on their fundraising initiative in support of the Aurora Food Bank.

CARRIED

D22-03-15 President's Report – Nil Report

D22-03-16 NEW BUSINESS

a) SEPTEMBER Newsletter Board Page – Dave to provide text

Jim also reported that he provides ASA news, upcoming activities for the Seniorscape column in The Auroran and asked Directors to forward him any information that should be included in Seniorscape.

b) On-Line Donations to ASA Charity

Treasurer Cheryl Rines addressed the topic noting that there are 2 problems with the way the Association currently processes donations to our charity:

1. It is labour intensive.
2. It does not meet the needs of our members for an online payment option.

The Finance Committee was asked to work with the Website Committee to come up with a solution.

After a suggestion from Karie, some research and discussions, Cheryl recommended that the Board approve using Canada Helps on ASA's website to process ASA Donations.

Canada Helps collects a 4% processing fee with each donation and our bank will charge \$1.50 for e-Transfers.. Offering an online payment option on the ASA website will generate revenues that we would not otherwise receive.

The Committees recommend Canada Helps for the following reasons:

1. It is used by thousands of small and medium sized charities across Canada.
2. It has the highest level of security with fraud protection.
3. All of the accounting will be done for us, including producing the Tax Receipts and deposits to our Bank account.

4. It is a changing world, most of our members would prefer to donate online, using a credit card, where they receive a tax receipt via email. With this option, they will receive a Tax Receipt right away.
5. This process will mean less volunteer hours for Reception and Finance volunteers. Both of the Committees agreed that the Association should view the fees as a cost of doing business.
6. If approved today, the goal of the Website Committee is to have the functionality in place for their launch in September.

Moved by: C.Rines/C.Hedenberg

That the Board of Directors approve the recommendation of the Treasurer and Website Committee to put the functionality in place for The Association to use Canada Helps to process Donations to the ASA Charity on the ASA Website.

CARRIED

c) Police Vulnerable Sector Check & Personal Disclosure Forms

John reported that he had placed the forms and ASA letter in directors' mail slots and urged them to complete the process on line. ASA will reimburse associated fees.

D22-03-17 Adjournment: the meeting was declared adjourned at 13:55 hrs. on a motion by: J. Scherrer

Next Board Meeting will be MONDAY, September 19, 2022 at 1:00pm.