



**MINUTES**  
**Of The**  
**Regular Board of Directors Meeting No. D22-08**  
**Held on JANUARY 16, 2023**  
**At Town Hall, Leksand Meeting Room**

**Presiding:** Dave LeGallais, President

**Directors Present:** Dave LeGallais, President  
Jim Abram, Vice-President  
Cheryl Rines, Treasurer  
John Scherrer, Secretary  
Carol Hedenberg, Ann Overington,  
Vern Cunningham & Glen Sharp

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

**Regrets:** Nick Senick, Director

**ASA Members Present:** Rob Ishoj & Frank Snape (Finance Committee Members)  
Kevin Griffiths (By-Law Review Committee)

**Recording Officer :** Lydia Schuster

**Call to order:** A quorum being present, the President declared the meeting open to transact business at 13:02 hours.

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

**D22-08-01 Approval of Agenda**

Moved by: J.Scherrer/A.Overington

**That the Agenda be approved as distributed.**

Directors requested the following additions to the agenda:

New Business: Letter to the Board – C. Hedenberg

President's Report – Tour of Srs.Centre and round-table discussion with Federal Minister for Seniors Affairs – Kamal Khera – Jan. 18 at 1:30 p.m.

**The Agenda was approved with the above additions. CARRIED**

**D22-08-02 Approval of the Minutes of Previous Meetings**

Moved by G. Sharp/J. Abram

**That the Minutes of the Regular Meeting held December 19, 2022 be approved as distributed. CARRIED**

**D22-08-03 PRESENTATIONS – Nil**

**D22-08-04 BUSINESS FROM PREVIOUS MEETINGS -**

**a) Dissolution of Ad-Hoc Website Committee**

Dave noted that with the implementation of the Website updates the Committee had completed its mandate and was no longer required.

Moved by: C.Hedenberg/A.Overington

**That the ASA Website Ad-Hoc Committee be dissolved. CARRIED**

The Website will require a Website Co-ordinator to ensure activities updates remain current. Jo-Ann Bartholomew and Jane Snape will continue in this role until another volunteer- who will liaise with activities co-ordinators - takes over. This position will report through the O&A Committee.

Doug Cooper will continue to provide technical support.

**D22-08-05 Seniors Adult Programs Coordinator's Report (Attached)**

Karie reviewed the following topics from her report:

- a) Kitchen Update – a deep clean of the kitchen took place Jan. 15/23
- b) Blood Pressure Clinic – Chartwell will provide starting Jan. 25/23

Moved by: C.Hedenberg/A.Overington

**That the Adult Program Coordinator's Report be received. CARRIED**

**D22-08-06 Treasurer's Financial Reports to December 31, 2022 (Attached)**

At Cheryl's request, Rob Ishoj presented the December 2022 draft financial statements and reviewed the accompanying financial analysis.

The reports for December include:

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

Rob explained, these reports are "Draft" and will not be considered final until adjustments are made and the Review Engagement is completed by BDO. BDO will be submitting the "Final" December 31, 2022 Financial Reports at the AGM.

Motion by: C.Hedenberg/J.Abram

**That the Treasurer's Financial Reports for the period ending December 31, 2022 be approved as "Draft".**

**CARRIED**

Cheryl noted that the biodegradable coffee cups that are not being disposed as intended by the Town's waste collection contractor need to be replaced with less expensive cups. Karie noted that as she orders coffee supplies, she will ensure future cup orders are cheaper.

**D22-08-07 COMMITTEE REPORTS**

The following committees had **Nil reports**:

- By-Law Review Committee – No Meeting
- Community Development Committee – No Meeting
- Social Committee – No Meeting

**D22-08-08 Finance Committee Report (Attached)**

Cheryl Rines presented and reviewed the report of the Finance Committee meeting held January 6/23 at which the following matters were addressed:

a) **Investments:** BMO GIC #58 matures Feb. 01/23 with an approximate value of \$50,325. To be reinvested (principal and interest) in a BMO Trust Company GIC at the highest rate quoted for 18 months.

BMO GIC #52 maturing on Feb. 12/23 with an approximate value of \$57,725. To be reinvested (principal and interest) in a BMO Mortgage Company GIC at the highest rate quoted for 12 months.

Cheryl will contact the Bank of Montreal to request interest rates so that Letters of Direction can be produced and signed.

**b) Cash Flow and Investment Strategy.**

- i) As of February 2023, there will be excess funds of \$40,000. In the Association's business bank account.

Moved by: C. Rines/J.Abram

**That the Association invest these funds in a short term, low risk GIC. CARRIED**

- ii) The Committee decided that opening a Direct Investing account would be in the best interest of The Association. Such an account would provide more flexibility while allowing us to purchase short term, low risk products covered under the CDIC.

Moved by: C.Rines/V.Cunningham

**That the Board of Directors approve the opening of a BMO Direct Investing account for the purpose of purchasing short term, low risk GIC's for the Aurora Seniors Association. CARRIED**

**c) Month-end Schedule**

**d) Vacations**

**e) February 2023 Board Meeting date**

Motion by: C. Hedenberg/G.Sharp

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

**D22-08-09 Fundraising Committee Report**

Board Liaison Vern Cunningham provided a verbal report on the following:

- December/22 50/50 Draw generated \$374.50 –
- 2023 Fundraising activities are still to be determined
- Feb.24/23 Wine Tasting Event to feature: live music, professional presenter, sponsorships, bus transportation services provided by DelManor; 100 tickets to be sold. Committee volunteers are: Brian North and Peggy Bower.
- Dave noted that an E-Flash should go out soliciting Fundraising Committee Members.

Moved by: A. Overington/G.Sharp

**That the Report of the Fundraising Committee be received.**

**CARRIED**

**D22-08-10 Membership & Volunteer Committee Report**

Board Liaison Carol Hedenberg reported that to date, a total of 831 members had renewed for 2023 which is comparable to pre-COVID records. Included in the 831 memberships for 2023 there are 67 NEW members that will be invited to the January 25<sup>th</sup> Let's Get Acquainted Session.

On-line renewals have not been as frequent as anticipated.

Carol also reported that 5 Computer Club members have signed up for the \$40. fee to date.

Moved by: J.Scherrer/A.Overington

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

**D22-08-11 Operations & Activities Committee Report (Attached)**

Board Liaison Glen Sharp presented and reviewed the report of the meeting held January 16/23:

- Writers' Circle Activity to begin January 13/23
- Website- Jane wants to ensure that information on the website is consistent with what is in the program guide and will work on this project.
- Purchase of six Mah Jongg cloths for six tables:  
Moved by: G.Sharp/J.Abram  
**That the Board approve the purchase of six Mah Jongg tablecloths at a cost of \$300. Including shipping and taxes. CARRIED**
- Duplicate bridge- 1000 Convention cards purchased at a cost of \$37.25.
- Pickle Ball update- Jane will be buying new balls and is sourcing out a good price on additional paddles. The new times at the Leisure Complex (Monday/Tuesday/Thursday for two hours daily have started up.
- International Singing- Former program looking to return. Karie to offer the Priestly room from 10-12 on Mondays.
- Request to purchase 6 new card tables- at a cost of \$470.00 each. Including shipping, total cost is \$3561.60.

Moved by: C.Hedenberg/A.Overington

**That the Board approve the purchase of 6 new card tables at a cost of \$470.00 each for a total cost of \$3561.60 including shipping.** **CARRIED**

- ASA Zoom accounts- Currently ASA has two accounts, one will expire at the end of May and will not be renewed. If needed the Town has three accounts which could be used.

Motion by: J.Scherrer/J.Abram

**That the report of the Operations and Activities Committee be received.** **CARRIED**

**D22-08-12 Seniors Affairs and Grants Committee –**

a) Jim spoke to the **Red Cross Community Services Recovery Fund** that is currently accepting applications from Community Service Organizations with a due date of February 21, 2023.

Jim proposed that ASA could make a submission under the “Systems & Processing” category and requested input from Directors. This identified the following needs:

- Upgrading QuickBooks to on-line version
- 3 lap-top computers
- Replacement card tables
- Shade covering for Bocce Courts
- Rob and Andrew to provide details and estimates for Jim to include in the grant application.

b) Jim reported on the visit (Thurs., Jan. 12/23) of Provincial Minister for Seniors Affairs – Raymond Cho– who presented the Town with a cheque.

c) Jim also reported that Christine Doyle has prepared the Senior Scape articles for the next six months. Activities co-ordinators that wish to have their activities included in the Senior Scape article should provide text to Jim.

Moved by: A.Overington/C.Rines

**That the Report of the Seniors Affairs & Grants Committee be received.**  
**CARRIED**

**D22-08-13 Social Committee (Verbal Report)**

Carol reported that due to the shortage of Smart-Serve Volunteers, bar service for the upcoming January 25<sup>th</sup> Budget Bistro has been cancelled. Dave proposed that an e-flash be issued to solicit committee members and smart-serve volunteers. Karie offered to draft said e-flash with appropriate details.

**D22-08-14 Special Events Committee Report (Attached)**

Ann Overington presented and reviewed the report of the Committee meeting held January 5, 2023 at which the following matters were discussed:

- Newmarket Citizens Band Concert – Dec. 22/22
- Karaoke Event – Jan. 20/23 – Cancelled due to low ticket sales
- Tea in the Garden – Potential Date: March 12/23
- May 6 and 7/23 – Silver Stars Performances
- Potential Entertainment Groups to be researched
- Possibility of Trivia Night in September

Moved by: C.Hedenberg/G.Sharp

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

**D22-08-15 Ad-Hoc Committee Reports**

Conduct Review Committee – Inactive

**D22-08-16 Nominations & Elections Committee**

John Scherrer reported that the Committee will meet on Jan. 24 to review the timelines for the Director Elections Process. To date there will be 6 vacancies.

**D22-08-17 Renewal of ASA/Town Operating Agreement**

Dave reported that the current Agreement expires December 31, 2023 and that a new Ad-Hoc Committee needs to be established for this process and nominated Jim Abram, John Scherrer, Vern Cunningham, Glen Sharp, Rob Ishoj and Dave LeGallais as committee chair. The previous committee established in 2019 consisting of:

Charles Sequeira, Dave LeGallais, Jim Abram, Cheryl Rines and John Scherrer needs to be dissolved.

a) Moved by: V. Cunningham/G.Sharp

**That the 2019 Ad-Hoc Committee for the Renwal of the ASA/Town Operating Agreement be dissolved. CARRIED**

b) Moved by: J.Abram/A.Overington

**That the Board establish an Ad-Hoc Committee for the Renewal of the ASA/Town Operating Agreement consisting of: Jim Abram, John Scherrer, Vern Cunningham, Glen Sharp, Rob Ishoj and Dave LeGallais (Chair). CARRIED**

**D22-08-18 Vice-President's Report – Nil Report**

**D22-08-19 President's Report –**

a) Cheryl Rines Resignation from the Board

Dave informed the Board of Cheryl Rines' resignation effective May 19, 2023 and proposed that Rob Ishoj be appointed interim Director and Treasurer to fill Cheryl's vacancy until the June 2023 AGM.

Moved by : C.Hedenberg/V. Cunningham

**That the Board accept Cheryl Rines' resignation effective May 19, 2023 and appoint Rob Ishoj Interim Director and Treasurer for the remainder of Cheryl's term to the June 2023 AGM.**

**CARRIED**

b) Dave reported that on Wednesday, January 18/23 at 1 :30 p.m. , the Federal Minister for Seniors Affairs – Kamal Khera – along with local MP's, the Mayor and representatives of York Region seniors' organizations will be visiting the Centre and will hold a round table discussion. Dave and Jim will attend on behalf of ASA.

Jim noted he was contacted on very short notice and stressed this is to be a Town event. Jim requested that Dirctors submit any questions that could be raised during the round-table discussion. As this is to be a one-hour meeting he would attempt to draft a relevant question to be raised on behalf of ASA and will report on the meeting outcome.



**D22-08-20 NEW BUSINESS**

- a) **FEBRUARY Newsletter Board Page** – Dave will provide text.
- b) **2023 AGM Date- Recommended date: June 14<sup>TH</sup> -**  
So Moved by: C.Hedenberg/A.Overington and **CARRIED**
- c) **Nametags** – withdrawn. John noted that nametags are still available on request.
- d) **Carol Hedenberg's Resignation from the Board** – Carol distributed her letter notifying the Board of her resignation effective at the conclusion of the current term, which leaves a 7<sup>th</sup> Director vacancy.  
  
Moved by: J. Scherrer/A.Overington  
**That the Board accept the resignation of Carol Hedenberg at the conclusion of the current Board term.** **CARRIED**
- e) **February 2023 Board Meeting Date:**  
Moved by: J.Abram/C.Rines  
**That in view of the closure of the Centre on Feb. 20/23 for the Family Day Holiday – the February Board Meeting be rescheduled to February 27, and that future board meetings affected by Federal or Provincial holidays be deferred by one week.**  
**CARRIED**

**D22-08-21 The meeting was adjourned at 14:38 hours on a Motion by: J.Scherrer/G.Sharp.**

**Next Board Meeting will be MONDAY, February 27, 2023 at 1:00pm.**