

Mission Statement:

To offer programs and activities to enhance the lives of older adults

AGENDA

ANNUAL GENERAL MEETING OF MEMBERS

Wednesday, June 14, 2023 — 1:00 pm to 3:00 pm

West McKenzie Room, Aurora Seniors Centre

Aurora, Ontario

Presiding: Dave LeGallais, President 2022-2023

- 1. Registration of Members * (*See explanation at end of Agenda*)**
- 2. Call to Order and Introduction of Guests** **D.Legallais**
- 3. Approval of the Agenda** **D.Legallais**
- 4. Approval of the Minutes of Annual General Meeting held June 8, 2022** **D. Legallais**
- 5. Treasurer's Report and Approval** (p.3) of Financial Statements for fiscal 2022 –** **R. Ishoj**
- 6. Ratification of Directors' Actions/Decisions** (p.3) since June 8, 2022 Annual General Meeting** **D.LeGallais**

N.B. Minutes of all Directors' Meetings since June 8/22 are posted on the Aurora Seniors Association website www.auroraseniors.ca Hard copies of Minutes are also filed in binders in the ASA Office and available for viewing on request.

- | | |
|--|----------------|
| 7. Ratification of Amendments to A.S.A. By-Laws** (p.3-4) | J. Scherrer |
| 8. President's Report | D. LeGallais |
| 9. A.S.A. Standing Committee Reports (attached) | (Chairs) |
| a. By-Law Committee | J. Scherrer |
| b. Community Development Committee | Shirley Petrie |
| c. Finance Committee | R. Ishoj |
| d. Fundraising Committee | V. Cunningham |
| e. Membership and Volunteers Committee | S. Gilchrist |
| f. Operations and Activities Committee | D. LeGallais |
| g. Seniors Affairs & Grants Committee | J. Abram |
| h. Social Committee | D. Keel |
| i. Special Events Committee | J. Brownlow |
| 10. Adult Programs Co-ordinator's Report | K. Papillon |
| 11. Recognition of Directors Completing Term of Office | D. LeGallais |
| 12. Election of Directors —2023-2024 | |
| Nominations Committee Chair | J. Abram |
| 13. Directors' Oath of Office | J. Abram |
| 14. Presentation of 2023-2024 Board and Principal Officers** (p. 5) | J. Abram |
| 15. New Business — Presiding: A.S.A. President 2023-2024 | |
| a. Appointment of External Auditors/Accountant for Fiscal 2023** (p.5) | |
| 16. Closure (no later than 3 pm) | |

* *For voting purposes members must be registered* (Sec. 1.21.01, By-Law 1 requires members to be in good standing.)

** *Recommendations for these items are shown on pages 3-4*

**AURORA SENIORS ASSOCIATION
ANNUAL GENERAL MEETING, JUNE 14, 2023**

RECOMMENDATIONS FOR MEMBERS' APPROVAL

Agenda Item #5 – TREASURER'S REPORT AND FINANCIAL STATEMENTS

Mover:

Secunder:

RECOMMENDED THAT:

- The Treasurer's Report be adopted; and
- The 2022 Financial Statements produced by the ASA Finance Committee, and
- Any two directors be authorized to sign these reports on behalf of the Aurora Seniors Association

▪

**Agenda Item #6 – RATIFICATION OF DIRECTORS' ACTIONS SINCE
THE JUNE 8, 2022 ANNUAL GENERAL MEETING**

Mover:

Secunder:

- **RECOMMENDED THAT** all the acts, proceedings, contracts, by-laws, appointments, and payments enacted, made, done and taken by the Directors of the Corporation since the last Annual Meeting of Members as recorded in the books of the Corporation including the Minutes of all Directors' meetings are approved and ratified.

Agenda Item #7 – RATIFICATION OF BY-LAW AMENDMENTS

Mover:

Secunder:

RECOMMENDED THAT – the amendments to A.S.A. By-Laws –specifically pertaining to the following clauses as defined in the attached Report be approved and ratified: For compliance with Article 1.21.03 the amended By-laws require a two-thirds majority of the voting members present.

By-Law #1 – ASA Operating By-Law

- 1.05.04: Business and Expenditures** revised; - Details in By-Law Report **
- 1.08.00: Power Directors** revised; – Details in By-law Report **
- 1.08.01: Title change;** - Details in By-Law Report **
- 1.08.01 b): Suspension of By-laws** new; - Details in By-Law Report **
- 1.11.01: President** amended; - Details in By-Law Report **
- 1.11.06: Executive Meetings** amended; - Details in By-Law Report **
- 1.12.03: Board of Directors Authorize** amended; - Details in By-Law Report **
- 1.14.02: Membership Creates a Contract** amended; - Details in By-Law Report **
- 1.16.00 a): Dues and Fees** amended; - Details in By-Law Report **
- 1.16.00 b): Dues and Fees** new; - Details in By-law Report **
- PROCEDURES FOR ELECTION OF DIRECTORS:** revised; – Details in By-law Report **
- ASA SPONSORSHIP POLICY** new; - Details in By-law Report **
- PHOTO/VIDEO CONSENT FORM** new; - Details in By-law Report **

By-Law #2 - ASA Banking Procedures

By-Law #3

- 3.01.02: Amended;** Details in By-Law Report **
- 3.03.01: Amended;** Details in By-Law Report **
- 3.03.02: Amended;** Details in By-Law Report **
- RESPONSIBILITIES OF COMMITTEES** revised; – Details in By-law Report **

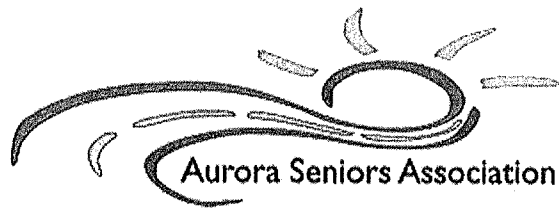
** By-law Reports are part of the Committee Reports package

Agenda Item #13-**Presentation of New Board and Ratification of
Principal Officers (Executive)
for the 2023-2024 Board Term****Mover:****Seconder:**

RECOMMENDED THAT the Executive Officers for the
2023-2024 Board Term be ratified as presented.

Agenda Item #15 -**Appointment of External Auditor/Accountant
for Fiscal 2023****Mover:****Seconder:**

RECOMMENDED THAT the Board of Directors be authorized to appoint BDO-
Canada LLP for Fiscal year 2023 to perform a review engagement and to set the
remuneration fee.



UNAPPROVED MINUTES

(TO BE APPROVED AT NEXT GENERAL MEMBERS MEETING)

ANNUAL GENERAL MEMBERSHIP MEETING (AGM-2022)

Held, Wednesday, June 8, 2022

In the West-McKenzie Hall, Aurora Seniors Centre
90 John West Way, Aurora, Ontario
and Virtually via Zoom

Presiding: Dave LeGallais, A.S.A. President 2021-2022

Present:

Members:

In Person: 36

Virtually on Zoom: 24

Directors

Jim Abram, Carol Hedenberg, Dave LeGallais,
Ann Overington, John Scherrer, Cheryl Rines,
Nick Senick

Town Staff:

Karie Papillon, Adult Programs Co-ordinator
Andrew Bailey, Assistant Adult Programmer
Brandie Yorg, Program Lead

Guests:

Town of Aurora: Mayor Tom Mrakas and
Robin McDougall, Director of Community Services

Recording the Minutes: Lydia Schuster, A.S.A. Recording Officer

AGM22-01 Call to Order & Introduction of Guests

A.S.A. President Dave LeGallais declared the meeting open for business at 13:05 hours, and welcomed all present – members, guests, Seniors Centre staff - to the 16th Annual General Meeting of the Aurora Seniors Association.

Noting the close and mutually beneficial relationship that A.S.A. enjoys with the Town of Aurora and the Town's accommodation with regard to reducing user fees throughout the extraordinary circumstances brought on by the pandemic, the President extended a warm welcome to Mayor Tom Mrakas and Robin McDougall, Director of Community Services and invited them to address the meeting.

In his comments Mayor Mrakas commended the A.S.A. Board, its volunteers and members – as well as Town staff Karie, Andrew, Bill and Brandie – for their efforts to ensure continued support and services to the seniors community throughout the two-year disruption. On behalf of Town Council, The Mayor wished A.S.A. continued success and stressed the importance of the mutually respectful relationship between the Town and A.S.A. in providing services to the seniors community.

As the A.S.A.'s direct liaison with the Town, Robin McDougall also commended the Board and members for their dedication to maintaining a positive and collaborative relationship throughout the suspension of programs and activities. Robin noted that her Community Services Team is charged with providing programs to all Aurora residents - from pre-school through older adults – and is adaptive to changing circumstances – like the recent past which required adapting from in-person to virtual participation. On behalf of the Community Services Department, Robin thanked staff and volunteers for their efforts to ensure the safe delivery of programs and activities at the Seniors Centre.

The President resumed the podium and continued with the meeting agenda.

AGM22-02 Approval of the Agenda

Moved by: Barbara Pavlou-Witnall Seconded by: Heather Trussler
That the Agenda be approved as circulated. CARRIED

AGM22-03 Approval of the Minutes of 2019 Annual General Meeting.

Moved by: Jane Young Seconded by: Carol Beasley
**THAT the Minutes of the Annual General Meeting held
June 12, 2019 be approved as written. CARRIED**

**AGM22-04 Treasurer's Report & Approval of 2021 Financial
Statements**

A.S.A. Treasurer Cheryl Rines presented the report and 2021 Financial Statements – 2021 Statement of Operations and 2021 Balance sheet - as included in the agenda package:

Cheryl noted that Financial reports are reviewed by the Finance Committee*, then provided to the Board of Directors at their monthly meeting for approval. The reports are attached to the minutes of each board meeting and are kept in a binder in the ASA office for viewing. As evident in the reports, the Pandemic had an effect on A.S.A. finances due to the lack of revenue. When it comes to Expenses, User Fees are the largest for the Association. With no revenue in 2021, the Association is grateful that the Town of Aurora agreed to waive most fees and reduced some throughout the Pandemic. Members were provided the opportunity to submit questions via email regarding these reports. The Treasurer noted that no questions had been received.

Accordingly she presented the recommendation for the adoption of the Report and 2021 Financial Statements:

Moved by: Charles Sequeira

Seconded by: Ruth Church

THAT the Treasurer's Report and the 2021 Financial Statements produced by the ASA Finance Committee be adopted, and That any two directors be authorized to sign these reports on behalf of the Aurora Seniors Association.

CARRIED

*** - See Finance Committee Report for details of the Committee's recommendations to the Board for the 2020 and 2021 fiscal years.**

AGM22-05 Ratification of Directors' Actions/Decisions since the June 12, 2019 Annual General Meeting.

The President noted that the actions and decisions resulting from Directors' meetings since June, 2019 through May 2022 are recorded in the Minutes of the Directors' meetings which are posted and available for viewing on the A.S.A. website. Hard copies of Minutes are also filed in binders in the ASA Office and available for viewing on request. Since the July 12 2019 AGM, the Board held regular monthly Directors' meetings on the 3rd Monday of each month.

Moved by: Evelyn Meleta

Seconded by: Heather Trussler

THAT all the acts, proceedings, contracts, by-laws, appointments and payments enacted, made, done and taken by the Board of Directors of the Aurora Seniors Association since the 2019 Annual Meeting of Members as recorded in the books of the Association including the Minutes of all Directors' meetings are approved and ratified.

CARRIED

AGM22-06 Ratification of Amendments to A.S.A. By-Laws

Board Secretary John Scherrer noted that the By-Law amendments approved since the AGM held June 12, 2019 are detailed and summarized in the By-Law Committee Reports attached to the agenda.

Amendments to By-Laws require a two-thirds majority vote by members.

Moved by: Barbara Pavlou-Witnall Seconded by: Linda LeGallais

THAT – the amendments to A.S.A. By-Laws No. 1 (Operating By-Law); No. 2 – Banking By-Law, and Committees By-Law #3—specifically pertaining to the following clauses as defined in the attached Report be approved and ratified:

By-Law #1 – ASA Operating By-Law

- 1.03.01: Management** revised;
- 1.08.01: Power to suspend By-laws** new;
- 1.11.00: Title change;**
- 1.11.04: Treasurer** amended;
- 1.11.06: Executive Meetings** new;
- 1.03.03: Elections** revised process;
- 1.05.06: Conference & Virtual Meeting** amended to include Virtual Meetings
- 1.07.00: Voting at Board Meetings** new;
- 1.07.03: Amended to include Directors**
- 1.10.02: Persons Holding Office** amended
- 1.10.04: Appointment of Additional Officers** amended;
- 1.14.03: Membership Responsibilities & Code of Conduct** new;

By-Law #2 - ASA Banking Procedures

- 2.2.01: Directors Delegate** amended;
- 2.2.03: Delegation to Position and Person** amended;

By-Law #3 – Committees By-Law

3.02.01: Executive Committee Dissolved

3.02.01: Fundraising Committee NEW

3.02.08: Responsibilities of Committees revised

The motion was CARRIED on a two-thirds majority vote.

AGM22-07 President's Report 2021-2022

President Dave LeGallais noted:

"Good Afternoon Everyone.

On behalf of The ASA Board I would like to thank you all for coming out today and welcome also all our members who are joining us virtually.

As you may be aware this is our first Annual General Meeting since June 12, 2019. I think we can all agree this is a great step forward and hopefully just one example of things returning to better times.

In March of 2020 we were forced to close our doors do to the world wide pandemic, Covid-19. With the exception of two brief re-openings we were closed till this past February. Who would have believed in those early days that it would take two long years for the world to begin to recover? But here we are together again and hopefully the worst is over."

Highlights of the President's address:

- Recognition of the members of the Seniors Centre Reopening Committee who throughout the 2-year Pandemic worked towards the safe reopening of the Centre, initiating measures that followed Provincial and Town health and safety guidelines.
- Membership – pre-Pandemic A.S.A. membership approximated 1600. Current membership is at 843 – or which 107 are NEW members.
- A.S.A. Activities – two-thirds have restarted – goal is to encourage people to start coming out to the Centre again and participate in their favourite activities by ensuring them that the environment is as safe as possible.

- Recognition of Town Staff assigned to Seniors Centre – Karie Papillon, Andrew Bailey, Bill Hawke and Brandie Yorg – who worked diligently for the past two years to help the Centre and the ASA stay together and have worked tirelessly toward our re-opening. “We cannot thank the four of you too much. Please be aware that the ASA membership truly appreciates all you do.”
- Thanked the members of the Board of Directors who throughout the Centre closure continued to meet virtually and work toward our eventual reopening.
- Director Elections have not been held since 2019. The next Director Elections will take place in 2023. The current Board has been extended through the 2022-2023 Board Term.
- Coffee service is back, and staff and volunteers are working on getting one of our most popular activities up and going again and that is the Bistro.
- Current fundraising projects – Chocolate Sales and Bottle Drive – organized by volunteers Carol Palmer and Pat Varney.
- Establishment of a Website Committee headed by Doug Cooper and Jo-Anne Bartholomew.

The President concluded his remarks by thanking A.S.A. Volunteers who serve on committees, co-ordinate activities and maintain the A.S.A. office and Reception Desk and the reminder that “our Centre is only as successful as the members who participate”.

AGM22-08 A.S.A. Standing Committees Reports (Attached)

The President noted that attached to the A.G.M. Agenda packages are the respective Standing Committee Reports, and thanked the Committee Chairs for so ably managing their teams and providing the Board with recommendations in respect of their initiatives and needs. The President called on Committee Chairs to stand.

- a. By-Law Review Committee Chair& Board Liaison John Scherrer**
- b. Community Development Committee Chair Shirley Petrie**
- c. Finance Committee – Chair Cheryl Rines**
- d. Fundraising Committee – Chair Carol Hedenberg**
- e. Membership and Volunteers Committee: Chair Sylvia Gilchrist**
- f. Operation and Activities Committee: Chair Dave LeGallais.**
- g. Seniors Affairs and Grants Committee: Chair Jim Abram**
- h. Social Committee: Chair Don Keel**
- i. Special Events Committee: Chair Joan Brownlow**

AGM22-09 Seniors Co-ordinator's Report – Attached

Karie Papillon, Adult Programs Co-ordinator, thanked the Board and members for their support, and noted in her report:

- The introduction of virtual programs, meetings and activities as the new normal, with over 20,000 log ins to Zoom meetings, or answering the phones for a teleconference, as well as producing over 6000 activity packages (Seniors Centre in the Mail)
- Programs and bus trips are returning.
- Special events in-person activities are returning with
 - Friday June 10, Friday FUN Night.
 - Friday June 17, Blue Jays Watch Party
 - Friday July 22 is our Summer Hoe Down
- Welcome to Brandie Yorg to the team at the Centre as the program lead for Seniors Centre Without Walls programming and our Seniors Centre in the Mail.

- Karie concluded her report thanking the volunteers of the re-opening committee, reception, activity leaders, standing committee members, and saying “all of you who do so much. You continually have showed up, not always in easy circumstances and we appreciate you so very much.”

AGM19-10 Recognition of A.S.A. Directors Completing Terms of Office

The President noted that two members of the current Board have decided to step down. **Ron Coe** and **Jeanne Chislett**.

Ron’s most recent term as Director spanned a 3-year elected term – 2017-2020 - and the two-year extension 2020-2022.

Jeanne’s term as Director covered the 3-year period 2019-2022.

On behalf of the Board and all ASA members, the President thanked Ron Coe and Jeanne Chislett for their invaluable service to the Association.

Certificates acknowledging their service will be mailed to Ron and Jeanne.

AGM22-11 (a) Elections of Directors for the 2022-2023 Board Term

Cheryl Rines, Nominations Committee Chair, took the podium and reported that:

“The Nominations & Elections Committee members met in early February to discuss the viability of holding a Directors Election in 2022. The members reviewed the current By-laws and Procedures for the election of Directors and agreed to make the following recommendation to the Board of Directors at the February 14, 2022 meeting:

Due to current government restrictions related to the Pandemic, the committee finds the election process could not be adhered to and has determined that an election is not achievable, **and recommended that the Board suspend the election of Directors for the current year and follow the provisions of Articles 1.03.03d**

Where for just and sufficient cause, the election of Directors cannot be conducted in accordance with the By-laws of the Association, elections shall be suspended until such time as elections can resume. The current Board of Directors shall remain seated until such time as the elections are completed

and ratified, during said period sections 1.03.02 b) and 1.03.02 d) shall not apply.

Unapproved Minutes–A.S.A. Annual General Meeting June 8, 2022 P. 10

and 1.04.02 of By-Law #1:

1.04.02 (Reference: Procedure for Appointment of Directors)

Notwithstanding 1.04.01, the Board, at its discretion may appoint interim directors to fill vacancies until the next Annual General Meeting at which time the interim directors appointment shall terminate.

Accordingly, as no elections were held, the remaining members of the current Board agreed to a further extension through the 2022-2023 term.

Cheryl asked the board members to stand and presented the Directors and Principal Officers for the 2022-2023 Board Term:

**John Scherrer – Secretary
Nick Senick - Director
Dave LeGallais – President
Anne Overington – Director
Jim Abram - Vice-President
Carol Hedenberg – Director
Cheryl Rines - Treasurer**

Cheryl asked the Directors to recite the Directors' Oath of Office.

“I do hereby solemnly and sincerely pledge my word and honour to perform my duties as a member of the Board of Directors of the Aurora Seniors Association. I shall uphold and adhere to the Code of Conduct, the Constitution and By-Laws of the Association. At the end of my term of office I shall turn over to the Association all properties in my possession that belong to the Association.”

Two vacancies remain on the Board which will be filled by appointment as per the Procedure for Appointment of Directors.

At the conclusion of these proceedings, Cheryl Rines turned the meeting over to Dave LeGallais, President for 2022-2023.

AGM22-12 Presiding: Dave LeGallais, A.S.A. President (2019-2020)

In his role as re-elected President, Dave LeGallais made the following statement:

“I know all our old members remember what our Centre was like pre Covid. It was one of the busiest Centers in Ontario.

Since we have come back after two years of closure we are in a period of transition, going from pre-Covid normal to post-Covid normal.

All the generations are going through this transition from Kindergarten, Public school, High school and University. Even our Adult children in the work field are experiencing great changes in their way of life. Change can be confusing and a little scary but often comes to a good ending in the long run.

How long is this period of transition going to last? I honestly don't know. To be honest I am not sure what the new normal will look like. I'm not sure? But I do know that if we all work together as a team and by that I mean the Board, the Town Staff and all our ASA members, we will get through this more smoothly and faster.

So let's all pull together and right this ship for all our sakes. When we arrive at our new normal we can accept and embrace it for our future. Hopefully we will look back at this time and say We did it! It wasn't as bad as we thought and we're ready to enjoy our Centre and all it has to offer.”

NEW BUSINESS:

AGM22-13 Appointment of External Auditor/Accountant for Fiscal 2022

Treasurer Cheryl Rines noted that this is a standard action that is required at the A.G.M. and presented the recommendation:

Mover: R. Church

Seconder: Frank Snape

THAT the Board of Directors be authorized to appoint BDO Canada LLP for Fiscal 2022 to perform a review engagement report and set the remuneration fee.

A vote on the motion resulted in

MOTION CARRIED

AGM22-14 Closure of Meeting

There being no further business, President Dave LeGallais thanked everyone for attending and participating in the 16th Annual General Meeting of the Aurora Seniors Association, invited everyone to enjoy the complimentary coffee and cookies provided and declared the meeting concluded at 13:50 hours.

**Aurora Seniors Association
Financial Statements
For the Year Ended December 31, 2022
(Unaudited)**

Aurora Seniors Association
Financial Statements
For the Year Ended December 31, 2022
(Unaudited)

Contents

Independent Practitioner's Review Engagement Report	1 - 2
Financial Statements	
Statement of Financial Position	3
Statement of Operations and Net Assets	4
Statement of Cash Flows	5
Notes to Financial Statements	6



Tel: 705 726 6331
Fax: 705 722 6588
www.bdo.ca

BDO Canada LLP
300 Lakeshore Drive, Suite 300
Barrie, ON, Canada, L4N 0B4

Independent Practitioner's Review Engagement Report

To the Directors and Members of Aurora Seniors Association

We have reviewed the accompanying financial statements of Aurora Seniors Association that comprise the statement of financial position as at December 31, 2022, and the statements of operations and net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Basis for Qualified Conclusion

In common with many not-for-profit organizations, Aurora Seniors Association derives revenue from cash receipts, the completeness of which is not susceptible to us obtaining evidence we considered necessary for the purpose of the review. Accordingly, the evidence obtained of these revenues was limited to the amounts recorded in the records of Aurora Seniors Association. Therefore, we were not able to determine whether any adjustments might be necessary to revenues, excess of revenues over expenses, and cash flows from operations for the years ended December 31, 2022 and 2021, current assets as at December 31, 2022 and 2021, and net assets as at January 1 and December 31 for both the 2022 and 2021 years.



Qualified Conclusion

Based on our review, except for the possible effects of the matter described in the Basis for Qualified Conclusion paragraph, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Aurora Seniors Association as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

BDO Canada LLP

Chartered Professional Accountants, Licensed Public Accountants

Barrie, Ontario

May 18, 2023

**Aurora Seniors Association
Statement of Financial Position
(Unaudited)**

December 31	2022	2021
Assets		
Current		
Cash (Note 2)	\$ 89,890	\$ 71,407
Portfolio investments (Note 3)	398,886	384,949
HST rebate receivable	2,799	1,591
Prepaid expenses	5,987	4,823
	<u>497,562</u>	<u>462,770</u>
Capital Assets (Note 4)	49,457	54,247
Art	1,398	800
	<u>\$ 548,417</u>	<u>\$ 517,817</u>

Liabilities and Net Assets

Current		
Accounts payable and accrued liabilities (Note 6)	\$ 18,030	\$ 75
Prepaid fees - memberships and activities (Note 5)	24,089	9,540
	<u>42,119</u>	<u>9,615</u>
Commitment (Note 6)		
Net Assets		
Unrestricted	506,298	508,202
	<u>\$ 548,417</u>	<u>\$ 517,817</u>

On behalf of the Board:

_____ Director

_____ Director

Aurora Seniors Association
Statement of Operations and Net Assets
(Unaudited)

For the year ended December 31	2022	2021
Revenue		
Activities and events	\$ 50,085	\$ 4,619
Donation revenue	5,761	886
Interest income	9,213	6,659
Membership fees	31,585	-
	<u>96,644</u>	<u>12,164</u>
Expenses		
Town of Aurora user fees	38,313	3,483
Amortization of capital assets	8,522	9,620
Donations	-	1,000
Event expenses	20,058	4,360
Insurance	5,277	5,125
Interest and bank charges	2,972	1,282
Office expenses	11,940	7,631
Gain on sale of capital assets	(280)	-
Professional fees	6,976	1,039
Program equipment and supplies	4,770	2,458
	<u>98,548</u>	<u>35,998</u>
Deficiency of revenues over expenses	(1,904)	(23,834)
Unrestricted net assets, beginning of year	<u>508,202</u>	<u>532,036</u>
Unrestricted net assets, end of year	<u>\$ 506,298</u>	<u>\$ 508,202</u>

The accompanying notes are an integral part of these financial statements.

Aurora Seniors Association
Statement of Cash Flows
(Unaudited)

For the year ended December 31	2022	2021
Cash flows from operating activities		
Deficiency of revenues over expenses	\$ (1,904)	\$ (23,834)
Items not affecting cash:		
Amortization of capital assets	8,522	9,620
Gain on disposal of capital assets	(280)	-
	<u>6,338</u>	<u>(14,214)</u>
Changes in non-cash working capital:		
HST rebate receivable	(1,208)	(1,276)
Prepaid expenses	(1,164)	(4,777)
Accounts payable and accrued liabilities	17,955	(1,393)
Prepaid fees - memberships and activities	14,549	9,540
	<u>36,470</u>	<u>(12,120)</u>
Cash flows from investing activities		
Redemption (purchase) of portfolio investments	(13,937)	13,530
Acquisition of capital assets	(3,732)	(2,581)
Proceeds on sale of capital assets	280	-
Acquisition of art	(598)	-
	<u>(17,987)</u>	<u>10,949</u>
Net increase (decrease) in cash	18,483	(1,171)
Cash, beginning of the year	71,407	72,578
Cash, end of the year	\$ 89,890	\$ 71,407

The accompanying notes are an integral part of these financial statements.

Aurora Seniors Association
Notes to Financial Statements
(Unaudited)

December 31, 2022

1. Significant Accounting Policies

Nature and Purpose of Organization	<p>The Aurora Seniors Association (the "Association") is incorporated without share capital under the laws of Ontario and is engaged in providing recreational programs and activities for seniors in Aurora, Ontario.</p> <p>For Canadian income tax purposes the Association qualifies as a registered charity which is exempt from income tax under the Income Tax Act.</p>
Basis of Accounting	<p>The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations.</p>
Revenue Recognition	<p>The Association follows the deferral method of accounting for contributions.</p> <p>Unrestricted contributions are recognized as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured.</p> <p>Restricted contributions are recognized as revenue in the period in which the related expenses are incurred.</p> <p>Revenue from activities, memberships, and other general sources is recognized when the service is rendered if the amount can be reasonably estimated and collection is reasonably assured.</p> <p>Interest income is recognized when earned.</p>
Financial Instruments	<p>Financial instruments are recorded at fair value when acquired or issued. All financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments are charged to the financial instrument for those measured at amortized cost.</p> <p>Financial instruments measured at amortized cost include cash, portfolio investments, accounts receivable, HST rebate receivable and accounts payable and accrued liabilities.</p>

Aurora Seniors Association
Notes to Financial Statements
(Unaudited)

December 31, 2022

1. Significant Accounting Policies (continued)

Capital Assets

Purchased capital assets are stated at cost less accumulated amortization. Contributed capital assets are recorded at fair value at the date of contribution and are amortized, unless fair value is not determinable in which case contributed capital assets are recorded at nominal value at the date of contribution. Expenditures for repairs and maintenance are expensed as incurred. Betterments that extend the useful life of the capital asset are capitalized.

Amortization based on the estimated useful life of the asset is calculated as follows:

	Method	Rate
Computer software	Declining balance	55%
Equipment	Declining balance	15%
Furniture and fixtures	Declining balance	15%
Office equipment	Declining balance	15%
Website	Declining balance	55%

Contributed Services

Volunteers contribute many hours per year to assist the Association in carrying out its activities. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Use of Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. The principal estimates used in the preparation of these financial statements are the estimation of accrued liabilities, the estimated useful lives of capital assets and the fair values of financial instruments. Actual results could differ from management's best estimates as additional information becomes available in the future.

Aurora Seniors Association Notes to Financial Statements (Unaudited)

December 31, 2022

2. Cash

The Association's cash is held in a bank account at one chartered bank.

3. Portfolio investments

	2022	2021
At amortized cost:		
Guaranteed Investment Certificates, interest from 0.85% to 4.20% (2021 - 0.55% to 2.90%), maturing February 2023 to May 2024 (2021- February 2022 to July 2022)	\$ 392,654	\$ 381,523
Accrued interest	6,232	3,426
	<u>\$ 398,886</u>	<u>\$ 384,949</u>

4. Capital Assets

	2022		2021	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Computer software	\$ 11,195	\$ 11,133	\$ 11,195	\$ 11,057
Equipment	124,659	91,702	124,550	86,342
Furniture and fixtures	23,325	14,839	23,614	13,632
Office equipment	18,179	10,284	14,967	9,175
Website	4,303	4,246	4,303	4,176
	<u>181,661</u>	<u>132,204</u>	<u>178,629</u>	<u>124,382</u>
	<u>\$ 49,457</u>		<u>\$ 54,247</u>	

During the year, the Association purchased capital assets in the amount of \$3,732 (2021 - \$2,581).

**Aurora Seniors Association
Notes to Financial Statements
(Unaudited)**

December 31, 2022

5. Prepaid Fees - Memberships and Activities

Prepaid fees represent fees received in advance for memberships and activities of future periods. As at December 31, 2022, \$24,089 (2021 - \$9,540) has been received related to memberships and activities for the upcoming year.

6. Commitment

The Association has entered into an agreement with the Town of Aurora for the use of the Town's facilities for the Association's programs and activities. This agreement expires December 31, 2023, subject to two further five year renewal periods.

Under the terms of this agreement, the Association must pay an annual user fee to the Town for the next year as follows:

2023	\$	<u>46,436</u>
------	----	---------------

As at December 31, 2022, there were user fees of \$11,610 payable to the Town of Aurora and included in accounts payable and accrued liabilities on the statement of financial position.

7. Financial Instruments

Credit risk

The Association's financial instruments that are exposed to concentrations of credit risk related primarily to its cash and portfolio investments. The Association is exposed to credit risk as its cash and portfolio investments are all held at major financial institutions and are in excess of the amount insured by agencies of the federal government. The Association has mitigated some of the risks during 2022 as investments came due and have a few more within 2023 to correct the imbalance.

**Aurora Seniors Association
Notes to Financial Statements
(Unaudited)**

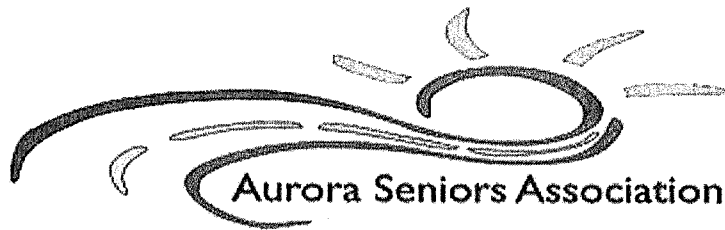
December 31, 2022

8. Impact of COVID-19

As the impacts of COVID-19 continue, there could be further impact on the Association, its funders and donors. Management is actively monitoring the affect on the Association's financial condition, liquidity, operations, suppliers, volunteers and the community it serves.

The Town closed all of its recreation facilities effective March 14, 2020. As a result, all of the Association's programs and activities were postponed and the Association experienced a temporary decline in both revenue and operating expenses.

Given the daily evolution of the COVID-19 outbreak and the responses to curb its spread, the Association is not able to fully estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity at this time.



Report of the By-law Committee 2023 AGM Meeting

**Committee Members: John Scherrer (chair); Lydia Schuster;
Nick Senick; Kevin Griffith**

The Committee met on eight occasions since the 2022 AGM. During the past year the Committee recommended the following amendments to the By-laws, Policies & Procedures to the Board. The Board approved and adapted those amendments.

a) Committee Size By-law 3.01.02

3.01.02 All Committees, Standing or Ad-Hoc, shall consist of a Chair, Board Liaison (**Standing Committees only**) and at least **one (1) but not more than five (5)** other members **to a maximum of seven (7) voting members.**

b) Article 3.03.01 & 3.03.02

3.03.01 The President may attend any meeting of the Association's Committees (ex officio)

3.03.02 The Adult Programs Co-ordinator or delegate may attend any meeting of the Association's Committees **to provide staff support.** (ex officio)

c) Article 1.16.00

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 the full year's annual dues unless otherwise determined by the Board. **All membership dues and registration fees are non-refundable.** 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.

d) **Delete: New Member Policy & Procedure**

e) Procedures for the Election of Directors

Attached to the report

f) **1.11.01 President**

The President shall, when present, preside at all meetings of the members of the Association and of the Board of Directors, but may choose to provide an agenda and appoint a chairperson to conduct any such meeting. The President shall also be charged with the general management and supervision of the affairs and operations of the Association **as determined by the board.**

g) **1.05.04 Business and Expenditures**

b) Any single expenditure **or transaction** of a financial nature, in excess of FIFTY-THOUSAND DOLLARS (\$50,000.00) or a major change of a similar nature must be ratified by the General Membership at an Annual or Special Meeting prior to implementation

h) **1.08.00 POWERS of DIRECTORS**

(Cross-Reference: Section 1.05.04 Business and Expenditures)

All Corporate Powers

The **Board of Directors** are expressly empowered, from time-to-time, to purchase, lease or otherwise acquire, alienate, sell, exchange or otherwise dispose of shares, stocks, rights, warrants, options and other securities, lands, buildings and other property, movable or immovable, real or personal, or any right or interest therein owned by the Association for such consideration and upon such terms and conditions as they may deem advisable

i) **Rename; 1.08.01 to read**

Suspension of By-Laws

j) **Proposed addition:**

The suspending of any By-law, Regulation or Policy will require a unanimous vote from all board members in attendance. Any suspended By-law, Regulation or Policy shall be reviewed and either revoked or reinstated every ninety (90) days.

k) **1.12.03 Board of Directors Authorize**

(Reference By-Law 1.08.00)

~~The President, Vice-President, Secretary or Treasurer, the Directors, or any one of them, or any person or persons from time to time designated by~~ The Board of Directors may transfer any and all shares, bonds, or other securities from time to time standing in the name of the Association in its individual or any other capacity, or as trustee or otherwise, and may accept in the name and on behalf of the Association transfers of shares, bonds, or other securities from time to time transferred to the Association, and may affix the corporate seal to any such

transfers or acceptances of transfers, and may make, execute and deliver under the corporate seal any and all instruments in writing, necessary or proper for such purposes, including the appointment of an attorney or attorneys to make or accept transfers or shares, bonds or other securities, on the books of any company or corporation.

l) 1.11.06 Executive Meetings

The Executive Officers shall meet when required to address an urgent matter that cannot be delayed or deferred to a full or special Board meeting.

Meetings of the Executive Officers may be called by any member of the Executive with not less than 24 hours' notice giving the Date, Time and purpose of the meeting. Any recommendation(s) or action(s) by the Executive must be agreed to by a majority of the Officers.

NEW

Additionally, any action(s) under taken by the Executive Officers shall be communicated to the Board via email detailing the urgent matter and action(s) taken and be reported at the next Board meeting for ratification

If the Board fails to approve such action(s), they become null and void. However, no act performed, right acquired, funds paid and/or received, in good faith, while the resolution was in force, is prejudicially affected by any such rejection, amendment or dealing.

m) 1.14.02 Membership Creates a Contract

A copy of the Association By-Laws shall be offered to all applicants upon becoming a member. If the member chooses not to request a copy of the By-Laws, a copy can be obtained subsequently and A copy of the By-Laws are posted on the Association bulletin board and the Association Website.



RESPONSIBILITIES OF COMMITTEES

In addition to the Board of Directors, the Aurora Seniors Association is supported by a group of ongoing committees from our volunteer groups, defined in our **By-Law No. 3** (Pertaining to Committees).

All Committees are responsible directly to the Board of Directors, and may make recommendations to the Board on any needs/issues identified by the respective committees that is within the scope of their responsibilities.

STANDING COMMITTEES

The Board appoints a director member to each standing committee. This person's role is to serve as Board liaison and provide advice to the committee on any recommendations or proposals and to present the committee's report and recommendations at regular monthly Board meetings.

Standing committees of the association and their responsibilities are:

BY-LAW COMMITTEE

The mandate of this committee is to review, develop and draft all By-Laws, Regulations, Policies Procedures and Directives of the Aurora Seniors Association.

The committee shall report its recommendations for all amendments and/or additional By-Laws, Regulations, Policies, Procedures and Directives of the Association, to the Board for their approval.

COMMUNITY DEVELOPMENT COMMITTEE

This committee is responsible for organizing seminars and interacting with local groups and business to help improve seniors' lives through knowledge and socializing with others in the community. Information related to health, wealth, information from Services Canada, safety and housing is arranged and delivered in various methods at the Centre. Ensure that our policy guidelines are followed and approved by the Board of Directors.

FINANCE COMMITTEE

This committee has the responsibility for overseeing and recommending appropriate management of the Association's funds.

FUNDRAISING COMMITTEE

The mandate of this Committee is to raise funding in support of expenditure for activities, events and programs provided by the association for the enjoyment of its membership.

MEMBERSHIP AND VOLUNTEERS COMMITTEE

This committee is responsible for welcoming new members at regularly scheduled events; for recruiting volunteers to help with membership renewals each year, recruiting volunteers to help with the Annual General Meeting, providing membership reports to the Board checking the-Let Us Know comments-each month and presenting them-to the Board for a response

OPERATIONS AND ACTIVITIES COMMITTEE

This committee is responsible for all Aurora Seniors Association activity groups, ensuring that they have the appropriate equipment, supplies and facilities, as well as assessing the viability of any new activities that members may propose.

SENIORS AFFAIRS GRANTS & AWARDS (SAGA)COMMITTEE

The committee's mandate is to explore senior's related issues with various elected government officials and other local community groups that affects older adults. Recommend to the Board, members deserving of recognition by the Association for their outstanding contribution to the enjoyment of the membership. Review grant opportunities from various levels of government and other agencies, that will support the Associations operations, activities and programs. Review and evaluate requests for donations to other non-profit organizations

SOCIAL COMMITTEE

This committee is responsible for the provision of wine and beer for all Aurora Seniors Association Special Events and regularly scheduled events where food is served, unless otherwise requested by the Event organizing committee.

SPECIAL EVENTS COMMITTEE

The Special Events Committee of the Aurora Seniors Centre is a committee of volunteers who conceive, develop and organize events for the members of the Aurora Seniors Centre. These events happen at various times throughout the year and are not part of the weekly activities that take place at the Aurora Seniors Centre. Other groups, such as the Evergreen Choir and the Silver Stars Theatre Group, that plan and carry out their own activities, are independent groups that can still request the Special Events Committee to provide refreshments and assistance, if necessary, at their performances or events.

AD-HOC COMMITTEES

Established Ad-hoc Committees

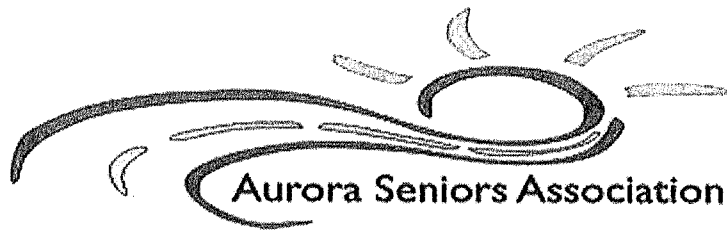
- **Nomination & Elections**

This Committee is responsible for conducting the Annual election of Directors to the Board.

- **Conduct Review**

This committee is responsible for investigating and the resolution of written complaints that contravene the Associations Code of Conduct

In addition to the above committees, the Board may appoint additional Ad-hoc committees for specific tasks.



PHOTO/VIDEO CONSENT RELEASE FORM

I, _____, of the Town/City of _____, hereby authorize The Aurora Seniors Association (the "Association"), its officers, members, and representatives, to take photographs or video recordings (including voice recording) of myself

I further consent and grant to the Association the right to use, display, broadcast, reproduce, make copies of, and distribute these photograph(s) and video recording(s) to the public, in whole or in part, in the form of any print or electronic media now known or later developed, for the purpose of promoting and marketing the Association's programs and services, or for other purposes which the Association may deem suitable, which may include but is not limited to: posting the photograph(s) and/or video recording(s) on the Association's public website, in newspapers, magazines, brochures, or advertisements (collectively the "Publications"). I understand that the photograph(s) and/or video recordings may appear in electronic form on the Internet or in other publications beyond the Association's control. I acknowledge that the Association owns all rights to the publications, photograph(s) and/or video recordings and I waive any and all rights that I have, now or in the future, to any publications, photographs and recordings and I waive any rights to claim ownership over the same.

I hereby release, waive and forever discharge the Association, its members, officers, and representatives, collectively and individually, from all manner of actions, causes of action, suits, debts, claims and demands of any kind or nature whatsoever which I may now have or may in the future have against the Association, its officers members and representatives, directly or indirectly arising out of the taking, use, reproducing, displaying, broadcasting, and distribution of such publications, photograph(s) and/or video recordings.

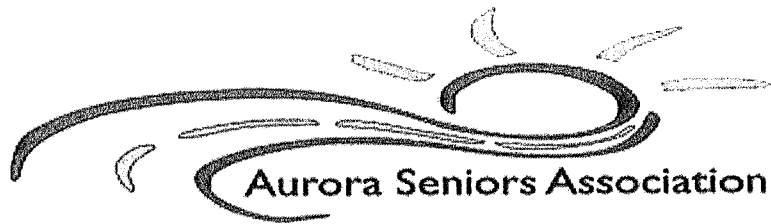
I have read this release and waiver before signing it, I fully understand the terms, nature and consequences of this release and waiver, and agree to be bound its terms.

SIGNED AND WITNESSED this _____ day of _____, 20____.

Signature

Printed Name of Witness

Signature of Witness



ASA SPONSORSHIP POLICY

Definition

Sponsorship is a mutually beneficial exchange between the Aurora Seniors Association (ASA) and an individual, business or organization whereby the sponsor, in return recognition and public acknowledgement, gives financial or other support such as goods or services in kind.

Preamble

The Aurora Seniors Association and its members benefits from the support of sponsors: individuals, businesses, service clubs, and other not for profit organizations. The aim is to solicit support from sponsors to provide services, equipment and funding that add value to the association, that will enhance the quality of life for the members

Administration of Policy

All solicitation requests from ASA members and sponsor inquiries must be forwarded to the Fundraising Committee that has been empowered by the Board as the administrator of this policy. (ref: By-law 1.12.02) All solicitations must be approved through the Fundraising Committee, before a sponsor is approached or discussions are undertaken.

Approval of Sponsorships

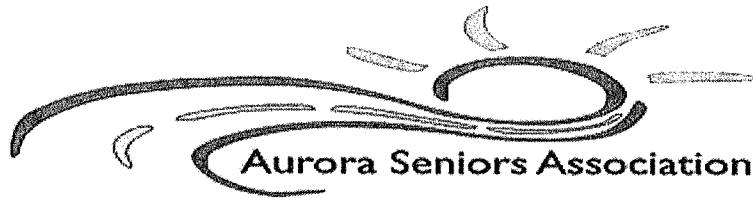
The ASA Board authorizes the Fundraising Committee to secure and approve sponsors and donations' using the Board's guiding principles as criteria.

Guiding Principles

1. In developing sponsorship arrangements, the ASA Fundraising Committee will
 - Not permit sponsors to have any impact on policies or practices of the Association
 - Ensure that ASA events, programs or activities are not compromised.
 - Protect the confidentiality of members' personal records and all information contained therein. The ASA will not sell or provide access to members' records in exchange for gifts or support.
 - Ensure compliance with the ASA Constitution, Policies and Mandates.
2. All donations become the exclusive property of ASA, which reserves the right to use them in the best interest of the Association.
3. The ASA Fundraising Committee reserves the right to refuse any sponsorship that it, in its sole discretion, considers to be inappropriate or unsuitable.

Written Arrangements

Sponsorship arrangements will be confirmed in writing when required.



PROCEDURES FOR THE ELECTION OF DIRECTORS

Reference By-Law 1.03.03 & 1.04.01

1. The Chairperson of the Nominations and Elections Chairperson Committee shall submit the names of the proposed Committee Members to the Board for approval at their meeting in January of each year
2. The Chairperson of the Nominations and Elections Committee shall review each Nomination Form for accuracy and completion during and prior to closing of the Nomination period.
3. The call for nominations will be published in the March newsletter, E-Bulletin, ASA web site, and Bulletin Board.

Nominations shall commence on the first Friday and close on the third Friday in March.

Nominated candidates will be listed in the April newsletter.

Nominated candidates will be listed on the ballot in alphabetical order of surname.

4. The vote, if there is a need, will take place during the seven-calendar day period starting with the first Friday in May and closing on the following Thursday.
5. The Nominations and Elections Committee shall also hold a one (1) day advanced poll on the Tuesday ten (10) days preceding the commencement of the voting period.
6. If an election is to take place, an All-Candidates Meeting will be called by the Nominating and Elections Committee. This meeting will be held following the closing of nominations and prior to voting day.
7. The Chairperson of the Nominations and Elections Committee will inform the candidates at least 14 days prior to the counting of the votes, of the date and time of the count.
8. Candidates may choose to attend to scrutinize the count.
9. The Chairperson will notify the candidates in confidence of the vote results as soon as possible and those elected will be **directors-elect** until the AGM at which time the members will ratify the election of the directors.
10. The actual vote count will be published in the Minutes of the Annual Meeting and also posted on the Bulletin Board.

NOTE: *The Nominations and Elections Committee also has the responsibility to solicit candidates for election*

2022/2023 ASA Community Development Committee Report

Committee members are Shirley Petrie, Dave LeGallais, and Jim Abram with support from Town staff. The committee meets monthly or when needed, discussing and approving seminars and initiatives that are subsequently approved by the board.

Ongoing services:

Monthly Blood pressure clinics partnering with Chartwell retirement residences.
Healthy Hearing Check with Community partners which have been very successful.

Summary:

We had several seminars held virtually and are beginning to offer more in-person at the Centre and initiatives that were well received from a variety of community groups in the area. If you have any topics you would like to have repeated, or new topics you would like to see scheduled, please see a committee member or Andrew Bailey.

We look forward to offering informative and beneficial initiatives and seminars to members, in the future.

Andrew Bailey on behalf of the Shirley Petrie Community Development Chair

Aurora Seniors Association

Finance Committee Chair Report AGM June 14, 2023

The Finance Committee meets monthly to review Financial reports, Investments and Insurance requirements so that recommendations can be made to the Board of Directors.

Like most non-profit organizations, the Aurora Seniors Association's business was affected by the Pandemic over the past three years. Finance Committee members had worked from home to pay invoices, process transactions and produce the Financials and other reports. Monthly meetings had been held via ZOOM. Minutes and Financial Reports were provided to the Board of Directors for their monthly meeting. In the spring of 2022, we resumed face-to-face meetings of the Finance Committee.

On behalf of Cheryl, we would like to thank the dedication, commitment, and grateful participation of the Finance Committee in fiscal 2022 and 2023:

Charles Sequeira – long-time member - retired in 2022

Virginia Bodnar – long-time member who unfortunately passed in May 2022

Ruth Church – long-time member

Anita Freedland – long-time member

Nick Senick – long-time member and Board of Directors liaison

Frank Snape – new member in 2022

Rob Ishoj (myself) – new member in 2022

Cheryl Rines – Chair of Finance Committee and long-time member

This report is a summary of some of the activities of the Finance Committee since the last AGM in June 2022.

Recommendations Made to the Board of Directors in 2022 / 2023:

Internal unaudited monthly financial statements:

Each month, the Finance Committee receives a copy of the draft unaudited internal financial statements of the Association, to review, discuss and approve. The approved statements are forwarded to the Secretary of the Board of Directors for the inclusion in the Board meeting.

BDO Review Engagement:

The Committee recommended to the Board of Directors in February 2022 to not perform a review engagement for fiscal 2021 as the Centre was closed for all of 2021 with very little activity, financial or otherwise. However, the Committee agreed to use BDO to prepare the 2021 CRA Charity tax return.

At the AGM in June 2022, the membership approved the Association's request to retain BDO Canada to perform a review engagement of the Association's December 31, 2022 financial statements. In September 2022, the Committee recommended to the Board of Directors that BDO Canada, at a cost of \$6,000 plus costs and HST, proceed with the Review Engagement and preparation of the 2023 CRA Charity tax return.

The Committee has recommended to the Board that we retain BDO to do a review engagement for the current 2023 fiscal year.

On-Line donations:

The Committee reviewed and discussed the implementation of on-line donation processing. The Committee looked at and discussed at length the use of Canada Helps as our on-line processing partner and its interaction with our bank and recommended to the Board that we proceed and market our on-line capabilities as much as possible.

Investments:

The Committee reviews our Investments on a regular and continuous basis. We invest in GICs at various CDIC (Canadian Deposit Insurance Corporation) insured financial institutions. Our focus is on short-term instruments (between one-to-two-year terms) that are CDIC insured (and within maximum limits) that mature at various times. We review maturities, consider our cash requirements, cash flow and bank balances and our holdings at the different institutions. Several investment recommendations have been made to the Board of Directors over the last year.

We also discussed internally and recommended to the Board of Directors that we open a self-directed investment account at our financial institution (BMO). This will provide greater flexibility to access GICs from different institutions without the need of opening new accounts / relationships.

Membership fees:

The Finance Committee discussed at length the increase in annual membership fees. The Association had not increased fees in 8 years. Given the inflationary environment the Association was facing (costs increasing on almost all fronts (thankfully we are run by volunteers)), it was agreed unanimously after much discussion to recommend to the Board to increase the annual membership fees, effective January 1, 2023.

In closing, the Finance Committee would like to take this opportunity to thank the many dedicated, hard-working volunteers and town staff who have kept our members engaged during a very difficult time and helped transition the Association back to an almost normal world of day-to-day face-to-face post-Covid activities.

**MEMBERSHIP AND VOLUNTEERS COMMITTEE
REPORT FOR THE ANNUAL GENERAL MEETING, JUNE 2023**

Committee Members: Sylvia Gilchrist (Chair), Ruth Church, Carol Hedenberg, Ann Overington, Eileen Polsoni.

The committee has met twice this year to discuss and act upon the following:

MEMBERSHIP

In December, 2022 and January, 2023, a membership renewals table was set up in the lobby with excellent success at getting members to renew their membership for another year. We had no trouble attracting four volunteers per day to assist during the renewal period. (Thank you to those volunteers).

LET'S GET ACQUAINTED

Let's Get Acquainted for new members is now held every two months on the last Wednesday of the month. Since and including September 2023 we have held five LGA meetings with excellent success. The agenda, which is sent out by Carol Hedenberg one week before the meeting to new members, is as follows:

**LET'S GET ACQUAINTED
WEDNESDAY, May 31, 2023
11:15 in the Priestly Rooms**

AGENDA

1. **WELCOME AND INTRODUCTIONS (Sylvia Gilchrist)**
2. **HISTORY OF THE SENIORS CENTRE (Carol Hedenberg or Ruth Church)**
4. **TOWN PROGRAMS (Karie Papiilon, Andrew Bailey, or Brandie Yorg)**
5. **ASA ACTIVITIES (Carol or Ruth)**
6. **VOLUNTEERING (Dave Le Gallais)**
7. **QUESTION PERIOD (Sylvia)**
8. **TOUR OF THE CENTRE (optional by ??)**

Sylvia Gilchrist, Chair

Operations and Activities Committee
Report for the Annual General Meeting
June 14, 2023

The O&A Meetings were held on the second Tuesday of each month from July 2022 till May 2023. The exceptions were the months of August , October , December and April due to a lack of items for the agenda.

We have approximately 41 Activities at the Centre presently and each of these has a chairperson. The chairpersons have a standing invitation to the O&A meetings. The committee has 8 core members who have voting rights. They are, Gloria Smith, Jane Snape, Bill Ault, Joan Brownlowe, Sharon Morris, Nancy Sugerman, Glen Sharpe, who is the Board Liaison and myself Dave LeGallais as Chair.

Each meeting acts as a forum for all Activity Chairs to present new ideas, request new programs or activities or to request funds for equipment or supplies for their programs. The O&A liaison then reports to the Board of Directors for approval of requests.

This year to date we have had three new programs approved. We have a French conversational group, an Italian conversational group and a Writers Circle. We received 21 requests for funding from various activities from the Activity Chairs all of which were passed by both the O&A and the Board of Directors. In January a reminder was sent to all Activity Chairs to get email permission forms updated for new members.

The following are the proper procedures for Activity Chairs to collect out of pocket expenses:

- For replacement of items under \$200 you should fill out a form, attach a receipt and turn it in to the front desk. Permission is not required from either the O&A or the Board.
- For replacement of items that exceed \$200 or for new items the following procedures should be followed. Before purchasing the item a request with the cost must be presented at the O&A meeting. If it is passed it will be presented to the Board of Directors for approval . If approved the item may be purchased. Then the procedure for collecting expenses for items under \$200 should be followed.

Finally, at the May 2023 meeting we discussed the possibility of starting up several new activities. Check the website and the Newsletter for information on any new activities that may be starting. We also discussed at this meeting the continuing problem of lower attendance at many activities since our return from Covid. We will continue to explore ideas as to how to encourage increased participation at the Centre. This will of course take time.

Respectfully submitted by; Dave LeGallais, Chair of Operations & Activities 2022-2023

SENIORS AFFAIRS, GRANTS AND AWARDS (SAGA) COMMITTEE

Report to 2023 AGM

The committee's mandate is to explore senior's related issues with elected government officials representing our area. This committee also meets with other local community groups to ensure current and future needs of our members are considered in implementing programs, policy and legislation affecting older adults. The committee also reviews and selects from various Federal, Provincial and other agencies, appropriate grants that will support the Association's operation, objectives, activities and programs. Also, this committee recommends to the Board awards to members who have deserved special recognition.

Seniors Affairs, Grants and Awards Committee

Jim Abram: (Chair), David LeGallais, Cheryl Rines, Charles Sequeira and John Scherrer

Accomplishments this year:

Seniors Affairs

- Meeting with Provincial Minister for Seniors Raymond Cho who presented a cheque to the Town of Aurora supporting Town programs aimed at keeping older adults in our community active.
- Hosted a meeting with Federal Minister for Seniors, Kamal Khara along with other York Region stakeholders who represent various older adult groups.
- Maintain contact with our representatives both federally and provincially to ensure that seniors issues are top of mind and addressed. This includes federal members Tony Van Bynen and Leah Taylor Roy and Provincial members Michael Parsa and Dawn Gallagher Murphy.
- Hosted Mayor Tom Mrakas coffee event to dialogue with ASA members on municipal issues that affect older adults.
- Work with the Town of Aurora to ensure issues affecting the ASA are included and funded in the Town's Parks and Recreation Master Plan.
- Lead in establishing a committee for negotiating our contact with the Town of Aurora to ensure a safe and welcoming, long term, affordable and fair contract with the Town for our members.
- Safety and Security. We continually request that the Town add security cameras and improved LED lighting to the parking lot as they have done at all other Town properties. This initiative is progressing.
- This committee also works closely with the other ASA committees on encouraging membership, attracting volunteers, community development, managing our finances and other issues that members share through the "let us know" system.
- We look at our space requirements, current and future, and negotiate with the Town to find sufficient space to deliver the programs, activities and events you enjoy.

Grants

- Applied for Federal New Horizons Grant to support balance sheet for our not-for-profit charitable organization in our efforts to recover from the impacts from the Covid-19 pandemic. Grant was refused as ineligible.
- Applied for Canadian Red Cross Grant and this application remains pending.
- We continue to pursue various grants as they arise and as our needs qualify.

Awards

- We as an association of volunteers have the opportunity to recognize outstanding volunteer service. This year we were honoured to present the rare honour of a Maple Leaf Forever Pen made by our woodshop volunteers to Helen Stohr for her valued contribution on the Special Events Committee.