



**MINUTES
Of The
6th Regular Board of Directors Meeting for the 2023-24 Term
Held on Monday, NOVEMBER 20, 2023
Aurora Town Hall, Leksand Room**

Presiding: Glen Sharp, President

Directors Present: Glen Sharp (President)
Rob Ishoj (Treasurer)
Jim Abram (Vice-President)
John Scherrer (Secretary)
Dave LeGallais, Louis Gambino, Percy Surti
Vern Cunningham, Rob Gaby

Staff Members: Karie Papillon, Adult Programs Co-ordinator
Brandie Yorg, Program Lead, SCWW

ASA Members: Kevin Griffiths, Mel James, Shayna Maislin

Regrets: Andrew Bailey, Assistant Programmer

Recording Officer: John Scherrer

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

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

D23-06-01 Approval of Agenda
Moved by: V. Cunningham/ R. Ishoj
That the Agenda be approved as distributed **CARRIED**

D23-06-02 Approval of the Minutes of Previous Meetings
a) Moved by: V. Cunningham/J.Abram
**That the Minutes of the Regular Meeting held
October 16, 2023 be approved as distributed.** **CARRIED**

b) Moved by: V.Cunningham/D.LeGallais
**That the Minutes of the Special Board Meeting held November 7,
2023 be approved as distributed, and**

That the Minutes of the Special Board Meeting held November 14, 2023 be approved as distributed. CARRIED

D23-05-03 PRESENTATIONS – ASA Woodcarvers – Mel James

Mel James – Woodcarvers Group Co-ordinator – presented the request for additional activity time and space outside of the Woodshop to accommodate more participants. Mel noted that the Craft Room or Priestly Room space is a better option for this activity.

The Wood Carvers Group currently consists of 37 participants which requires more time allocation.

Directors were appreciative of the popularity and growth of this activity and committed to make every effort to address their needs.

D23-06-04 BUSINESS FROM PREVIOUS MEETINGS

a) A.S.A. Insurance Coverage

The President reported that a meeting with Brian McCartney, President, and Brian Murphy of Law Insurance Brokers and Rob Ishoj Louis Gambino and Nick Senick on behalf of A.S.A. is scheduled for Wednesday, Nov. 22nd.

D23-06-05 Seniors Adult Programs Coordinator’s Report (Attached)

Karie presented and reviewed the report containing the following information:

a) First Aid Training – REMINDER

(At the Oct. 16/23 Board Meeting, the following motion was approved:

“That the Board approve mandatory First Aid Training for all Woodshop Supervisors and interested Directors at a cost of \$77.00 per person.”)

Discussion of this item resulted in:

Motion by: J.Abram/P.Surti

That Karie be authorized to move ahead with scheduling the required Emergency First Aid and CPR level B training to Woodshop supervisors. CARRIED

b) Information Items:

- Senior Centre Holiday Hours
- Seniors Centre Without Walls – new name and concept
- Activity Update
- ASC Events

c) Guide Dog Calendars:

Motion by: V.Cunningham/P.Surti

That the Lions Club be allowed to sell calendars for 1 day in the lobby or lounge to support this initiative. CARRIED

d) Motion to Receive Staff Report

Moved by: J.Abram/V.Cunnighan

That the Report of the Seniors Coordinator be received. CARRIED

D23-056-06 a) Treasurer's Financial Reports to OCTOBER 31, 2023 and Finance Committee Report(Attached)

Treasurer Rob Ishoj presented and reviewed the October 2023 financial report Balance Sheet and Profit and Loss statements.

The reports for October 2023 include:

- September Balance Sheet
- Profit & Loss for October & YTD

Rob also presented the draft 2024 Budget noting that this first draft is for Directors' review. This will be discussed at a future Board meeting.

a) Finance Committee Report (Attached)

Rob also reviewed the report of the Finance Committee meeting held Nov.10 /23 at which the following matters were addressed:

- Review of October /23 Financial Statements
- Investments Update - .
- Quickbook Conversion update -
- Insurance Update

- Woodshop Update
- New volunteer for the finance group – posting in process

Motion by: R. Ishoj/J.Abram

That the November 10/23 Finance Committee Report and Treasurer's Financial Report for the period ending October 31, 2023 be approved. **CARRIED**

D23-06-07 COMMITTEE REPORTS

The following committees had **Nil reports**:

By-Law Review Committee
Community Development Committee

D23-06-08 Fundraising Committee Report (Attached)

Committee Liaison Vern Cunningham presented and reviewed the report of the Committee meeting held Nov.16/23 at which the following fundraising events were addressed:

- Holiday Bazaar – Nov. 5/23
- Wine Tasting Event – Nov.10/23
- Proposed 2024 Activities: Mexican night in late June, Ice Cream Social for the summer, A Casino night for September 28 and the Holiday Market on November 3,

Also – Committee to develop sponsorship package to present to potential event sponsors.

Motion by: V.Cunnighan.R.Ishoj

That the Report of the Fundraising Committee be received.

CARRIED

D23-06-09 Membership & Volunteers Committee (Verbal)

Committee Liaison Percy Surti reported that the membership has grown to 1597 members.

Motion by: J.Abram/V.Cunningham

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

D23-06-10 Operations and Activities Committee (Attached)

Board Liaison Louis Gambino presented and reviewed the report of the Committee meeting held November 14/23.

1. Expenses Under \$500.00

- Pickleball purchase of 100 replacement balls at \$446.35
- Mah Jongg – June May will order 2024 playing cards at \$224. US

2. Other topics:

- Woodshop – More A.P.'s needed (D. Overington)
 - Special Events update re. Dec. 20/23 and Jan.20/24 events

3. Decision Item: Wood Carving Group request for more activity time and space. Mel indicated he would be presenting the request at the Nov. 20th Board Meeting.

Committee Recommendation: That the Board consider options for evening and/or Saturday morning time slots for Wood Carvers.

Motion by: L.Gambino/P.//surti

That the Report of the Operations & Activities Committee be received. CARRIED

D23-06-11 Senior Affairs, Grants & Awards Committee Report (Attached)

Committee Chair Jim Abram reviewed his report.

Motion by: J.Abram/L.Gambino

That the Report of the Seniors Affairs Grants and Awards Committee be received.

D23-06-12 Special Events/Social Committee – Report (Attached)

Board Liaison Rob Gaby presented and reviewed the attached report of the meeting held November 9/23 at which the following topics were addressed:

- Review of Hallowe'en Event - Superstitions - Oct. 27/23 combined with Dance with DJ Les Palenik
- Plans re. Christmas Social with Four-String Uke Band – Dec. 20/23
- Events booked for 2024

- Saturday, January 20/24 from 2 – 3:00pm. Magician Scott Dietrich with bunny. Fee: \$375.
- Saturday, Feb. 17/24. The Sparklettes Duo called the L.O.V.E. Show. Fee \$400 Plus HST
- Possible date to be confirmed, Saturday, March 16/24 from 2 – 3:00pm. Tony the Entertainer, Tony Puglisi does standard style singing music. His FEE is \$200 plus HST=\$226 for 1 hour.
- Two Trivia Nights in 2024.
- 1st Trivia Night Friday April 19/24 & the 2nd Trivia Night on a Friday in Sept or Friday Oct 18.
- Carl Stedmond, a Rod Stewart impersonator, possible dates on Wednesday afternoon, June 12,19,26. He charges \$250.
- The Pacemaker Band for a dance event. They are available Friday July 19/24. Their fee ? (for 2023 it was \$600.)

Motion by: V.Cunningham/D.LeGallais

That the Report of the Special Events Committee be received.

CARRIED

D23-06-13 Ad-hoc Committees

- a) **Conduct Review Ad-Hoc Committee** inactive
- b) **Nominations & Elections Committee** Nil Report
- c) **Renewal of ASA/Town Operating Agreement** - In Process
- d) **Woodshop Safety Committee**

D23-06-14 Vice-President's Report – NIL

D23-06-15 Secretary's Report - NIL

D23-0-16 President's Report

The President provided the following updates:

- a) Men's Shed Update
- b) Directors' Name Tags and Shirts
- c) Computer maintenance at Reception
- d) Free Art Gallery update
- e) President's experience working the reception desk
- f) Options for plexi shield at reception

D23-06-17 NEW BUSINESS

a) **DECEMBER Newsletter Board Page** – President to provide text

b) Flu Season Concerns

Rob Ishoj noted that this topic had been discussed by Finance Committee. Directors agreed that with the onset of cooler weather and the likelihood that members and visitors may contract COVID variants, Staff be requested to post precautionary signage at the entrance to the Centre.

D23-06-18 Recess & Convening In-Camera re.

Motion by: P.Surti/R.Ishoj

That the Board recess and convene In-Camera to address the following:

Insurance matter, and

Renewal of Town/ASA Operating Agreement.

CARRIED

D23-06-19 Reconvening in Public Session at 3:45 p.m.to receive the Report of Committee of the Whole on motion by:

V.Cunningham/D.LeGallais

CARRIED

D23-06-20 Report of Committee of the Whole

Vice-President Jim Abram presented ta verbal report in which the following matters had been addressed:

a) **Insurance Matter:** Receipt of updates re. President Glen Sharp and Rob Gaby's meeting (Nov.20/23) with Intact Insurance Representative Diana Leichenko which resulted in confirmation that Intact Insurance will henceforth manage all matters pertaining to the notice to file claim including hiring legal counsel, and that ASA will not be subject to any financial obligations.

b) Renewal of Town/ASA Operating Agreement

Review and discussion with Town staff of the Town's proposed renewal of the Town/ASA Operating Agreement which revealed clauses of concern for ASA as these differed from those agreed to during previous meetings with the ASA negotiating committee.

D23-06-21 Adjournment: the Regular Board meeting of November/23 was declared adjourned at 15:50 hrs. on a Motion by:

J.Abram/D.LeGallais

Next Board Meeting will be Monday, December 18, 2023.

