



**MINUTES  
Of The  
12th Regular Board of Directors Meeting for the 2023-24 Term  
Held on Monday, MAY 27, 2024  
Aurora Town Hall, Leksand Room**

Presiding: Glen Sharp, President

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

Staff Members: Karie Papillon, Adult Programs Co-ordinator  
Brandie Yorg, Program Lead (WOW & SCM)  
Andrew Bailey, Assistant Adult Programmer

ASA Members: Frank Snape & Nick Senick (Finance Committee),  
Kevin Griffiths  
Julia Jackson and Shayna Maislin (Directors-elect)  
Shirley Dionne – Recording Officer

Regrets: Vern Cunnigham (Director)

Recording Officer: Lydia Schuster

**Call to order:** A quorum being present, the President declared the meeting open to transact business at 13:00 hours and welcomed Directors-elect Julia Jackson and Shayna Maislin as well as volunteer Shirley Dionne who has agreed to undertake the recording function as of the June 2024 Board Meeting.

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

**D23-12-01 Approval of Agenda**  
**Moved by: Louis Gambino/Rob Gaby**  
**That the Agenda be approved as distributed** **CARRIED**

**D23-12-02 Approval of the Minutes of Previous Meetings**  
**a) Moved by: J.Scherrer/D.LeGallais**  
**That the Minutes of the Regular Meeting held**  
**April 15, 2024 be approved as distributed.** **CARRIED**

**D23-12-03 PRESENTATIONS** – The President advised that Anton Coetzee would be joining the meeting to give a presentation for a Men’s Shed Website.

**D23-12-04 BUSINESS FROM PREVIOUS MEETINGS**

**a) Review of Activity Fee Policy – deferred for discussion by 2024-25 Board.**

**D23-12-05 Seniors Adult Programs Coordinator’s Report – Attached**  
Karie presented and reviewed the May Staff Report consisting of:

a) April 23/24 Kitchen Inspection passed

b) **Invitation to participate in the York Pride parade June 15, 2024** extended by Hailey Jones, Sport and Community Development Specialist with the Town of Aurora offering two options for participation:  
Option 1 - Register with York Pride to walk as an individual organization  
Option 2 - Join team Aurora and walk with elected officials and  
Town staff.

A general discussion on this topic ensued during which Directors expressed concerns regarding the short notice and the need to give the matter appropriate planning and consideration. The discussion resulted in:

Motion by: J.Abram/Rob Ishoj

**That the proposal for participation in the York Pride Parade be deferred for consideration in 2025.** **CARRIED**

**c) Wounded Warriors Canada by Military Support Publications**

- 3

Jim Abram noted that the “Wounded Warriors” is an on-line Ontario Group, and that ASA has annually supported the National Publications with a business card ad. He also noted that ASA had agreed to support the local (Aurora) Legion through ASA’s annual Donations allocation.

Motion: Jim Abram/Rob Ishoj

**That the Board decline participation in the Wounded Warrior Canada Publications. CARRIED**

**d) AGM BBQ:**

- Carol H, head of the 2024 BBQ team is planning for up to 200 BBQ participants.
- The menu will be hamburgers, potato salad, ice cream, coffee/tea.

**e) AGM – Cancellation of Activities during AGM (11:00 a.m.-12:00 noon)**

Motion: Rob Gaby/Louis Gambino

**That the following activities be cancelled during the time of the AGM: Mahjong lessons ending at 11 a.m. (instead of noon); Conversational French; Woodshop; and Billiards. CARRIED**

**D23-12-06 a) Treasurer’s Financial Reports (Attached)**

Treasurer Rob Ishoj noted that the Financial Reports consist of:

- April 2024 Financial Report
  - Finance Committee (May 10/24) Report and
  - Draft 2023 ASA Financial Statements as prepared by BDO.
- Rob noted all three reports were addressed by Finance Committee at their meeting on May 10<sup>th</sup> as detailed in the Committee’s report:

**i) Review of April 2024 financial statements**

**ii) 2023 Year-End** - Review Engagement Draft received – final to be available for the June 12<sup>th</sup> AGM. Rob noted that there is only one cautionary comment - #7 – under Notes to Financial Statements which may require corrective measures.

**lii) Finance Committee summary of activities for AGM Agenda**

iv) **Investments**

2 GICs mature in May 2024: Meridian \$92,203 at maturity (May 12<sup>th</sup>) and Equitable Bank (through BMO InvestorLine on May 18<sup>th</sup>) \$41,928 at maturity. Finance Committee has looked at options.

Meridian will be reinvested for 2 years at 5.05%. BMO InvestorLine will also be invested for 2 years in an available GIC instrument on May 18<sup>th</sup> through InvestorLine.

v) **March bank reconciliation and BMO account manager**

All matters noted last month were resolved. The branch manager is our new contact.

vi) **Activity Fees Collection** – referred to 2024-2025 Board

vii) **Finance Committee Membership for 2024-25 -**

Five (5) of the six (6) current members - Ruth, Anita, Frank, Nick and Rob - have said they will participate in the new Committee. Two positions remain to be filled. Finance Committee meetings are suspended until September 2024.

(Jim Abram volunteered to serve on the 2024-25 Finance Committee)

viii) **Insurance** – Revised policy and invoice are still outstanding. The President advised he will follow up with Law Insurance Brokers.

Finance Committee is considering alternatives for ASA insurance coverage.

- 5

Motion by: Rob Ishoj/Louis Gambino  
**That the April 2024 ASA Financial Statements, May 10/24 Finance Committee Report and 2023 Draft Financial Statements Review Engagement be approved.**

**CARRIED**

### **D23-12-07 COMMITTEE REPORTS**

The following committees had Nil reports:

By-Law Review Committee

Community Development Committee -

Membership & Volunteers Committee -

Operations & Activities Committee – no meeting

### **D23-12-08 Fundraising Committee Report (Attached)**

In Vern Cunningham's absence, the President presented and reviewed the report of the Committee meeting held May 15, 2024.

Included with the report are Committee administrative guidelines pertaining to:

Fundraising Committee Voting Members and resource team, and

Fundraising Committee Duties and Responsibilities.

The President noted that the Fundraising Committee Chair had recommended the following for Board approval:

#1

Proposal that the board approve a budget of \$ 10,000.00 for a "Volunteer Appreciation Luncheon" to be held in 2025 at Stonehaven or a similar venue.

So Moved by: Rob Gaby/Dave LeGallais

In the ensuing discussion, Directors noted this would be a matter for deliberation by the 2024-25 Board, which resulted in

Motion by: Louis Gambino/J. Abram

**That the Volunteer Appreciation Event be deferred to the 2024-25 Board. CARRIED**

**#2 – Addition of Catherine DeVries and Linda LeGallais as Voting Members** (replacing Steve McCorquodale and Erika Allen)

So Moved by: Jim Abram/John Scherrer **and CARRIED**

**#3 – Proposal for Board approval of Duties and Responsibilities for Fundraising Committee** – Directors noted this does not need Board approval as it is an internal, administrative committee guideline.

Motion by: J.Abram/R.Gaby

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

**D23-12-09 Membership & Volunteers Committee - Verbal**

Committee Liaison Percy Surti reported that the current active membership is 1500.

**D23-12-10 Operations & Activities Committee - Verbal**

Committee Liaison Louis Gambino reported that while the O&A Committee had not met, the following items had been addressed:

Jane Snape requested 4 ASA Activity Cards for the Pickleball Tournament; and

Sharon Morris reported an expense of \$18.99 for playing cards.

**D23-12-11 Senior Affairs, Grants & Awards Committee Report – Verbal**

While the Committee had not met, Chair Jim Abram reported that Rob Ishoj and Jim will look into obtaining a Bingo License; Jim will pursue

benches for the ASA Bocce court; Jim also reminded Directors this is Grant season and urged Directors to consider projects that would/could qualify for a grant.

As a member of the SAGA Committee, Dave LeGallais noted that the Committee had not had regular meetings – Jim acknowledged and agreed to schedule regular meetings. Also, the committee membership had been expanded to include **Pat Strongitharm** (confirmed at the January 23/24 Board Meeting).

Jim also reported that he would be representing ASA at the upcoming Seniors Fair and requested \$50. to contribute to a raffle prize.

Motion by: Rob Gaby/John Scherrer

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

#### **D23-12-12 Special Events/Social Committee – Verbal**

Board Liaison Rob Gaby, reported that the Committee had met on May 2<sup>nd</sup>. The success of the popular Trivia event was discussed. As well, the Committee **elected Nandy Singh as** Special Events/Social Committee Chair for the 2024-25 term and recommended Board confirmation of Nandy's role.

So moved by Rob Gaby/Jim Abram **and CARRIED**

#### **D23-12-13 Ad-hoc Committees**

**a) Conduct Review Ad-Hoc Committee inactive**

**b) Nominations & Elections Committee -**

Committee Chair John Scherrer provided a verbal report on the 2024 Director elections, noting that 445 ballots had been cast during the voting period: April 23<sup>rd</sup> (Advance Vote) and May 3<sup>rd</sup> to 9<sup>th</sup>. There were six candidates for 3 positions: Jim Abram, Stephen Choi, Kevin Griffiths, Julia Jackson, Shayna Maislin and Amy Wang. The outcome of the vote was: Julia Jackson, Shayna Maislin and Jim Abram were elected and are Directors-Elect until their confirmation by the membership at the June 12<sup>th</sup> AGM.





John Scherrer reported he had learned that he had a medical appointment at 10:45 a.m. on June 12<sup>th</sup> as a result would not be able to attend and take part in the CAUCUS or AGM meetings. Directors urged John to provide a letter to the Board stating that he is willing to accept a nomination despite his absence from the Caucus meeting. By-Law #1 section 1.08.01 Suspension of By-Laws enables this option.

**D23-12-17 President's Report - Attached**

This being the final meeting of the 2023-24 Board, the President expressed appreciation for the support and patience of colleagues, staff and generosity of volunteers. He also welcomed Julia, Shayna and Shirley to the Board and thanked Percy, Dave and Lydia for their contributions.

Louis Gambino, in turn, thanked Glen for a job well done on behalf of all Directors.

**D23-12-18 NEW BUSINESS**

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

**b) Rescheduling of June 17/24 Regular Board Meeting to June 24**

John Scherrer noted that the date of the regularly scheduled meeting for June is the 17<sup>th</sup> – just four days following the AGM. He proposed moving the meeting forward one week to the 24<sup>th</sup> to provide sufficient time to prepare the agenda, AGM Minutes and any other related materials.

Motion by: Rob Gaby/Dave LeGallais

**That the June 17<sup>th</sup>, 2024 Regular Board Meeting be rescheduled to June 24, 2024.**

**CARRIED**

**c) ONCA** – The President and Louis Gambino reported on their participation in a recent seminar on the new legislation for ONCA that comes into effect October 19, 2024. Louis noted the ASA By-Laws will need to be reviewed to ensure that they meet ONCA. Jim requested a link to the seminar.

**d) Selection of Standing Committee Chairs** – a brief discussion took place to confirm that committee Chairs are selected by respective

- 10

committees and recommended for Board approval by the Director appointed as Board Liaison to each Committee.

**D23-12-19 Adjournment: the Regular Board meeting of May 27, 2024 was declared adjourned at 15:15 hrs. on a Motion by:  
Rob Gaby/J.Abram**

**Next Board Meeting will be Monday, June 24, 2024**

