thMINUTES OF THE
3rd Regular Board of Directors Meeting for the 2026-27 Term
Held on
Monday, August 17, 2026, at 1:00 PM
Aurora Town Hall, Holland Room

Presiding:	Glen Sharp, President
Directors Present:	Glen Sharp (President) Harold Reiter (Treasurer) Julia Jackson (Vice-President) Rob Gaby (Secretary) Jim Abram, Rob Seath, Theresa McKenzie, Nancy Spinks, John Pelletier
Staff Members:	Brandie Yorg, Program Lead
ASA Members:	Nick Senick, (By-Law) Carol Hedenberg, Joanne Ledlow, (Membership & Volunteer) Jane Snape (Pickleball Coordinator), Frank Snape
Regrets:	Andrew Bailey, Adult Programs Co-Ordinator Adrian Wong, Recreation Supervisor, Aquatics & Fitness
Guest:	Frank Cafaro (Cairitech)
Recording Officer:	Shirley Dionne

D26-03-01: Call to order: A quorum being present, President Glen Sharp declared the meeting open to transact business at 1301 hours.

D26-03-02: Approval of Agenda

Motion: That the Agenda be approved as distributed

Moved by: Julia Jackson Second by: Theresa McKenzie **CARRIED**

D26-03-03: Approval of the Minutes of Previous Meetings

Motion: That the Minutes of the Regular Meeting held on July 20, 2026, be approved as distributed.

Moved by: Nancy Spinks Second by: Rob Seath **CARRIED**

D26-03-04: PRESENTATIONS

President Remarks: Glen introduced Carol Hedenberg to present the reinstatement of the 50/50 Draws. Carol shared a bit of history with sales from the Garage Sale and the Holiday Market in 2022 making $1,700 and 2025 making $735 for the ASA. This is community monies brought into the organization. It was used to help defray past expenses for the kitchen and woodshop.

To help new board members understand why the 50/50 draw was cancelled, Glen asked for background on the decision. The draw had been discontinued because it required significant effort from many members to ensure it was managed properly. The Board discussed revisiting the 50/50 draw and considering how it could be used to offset Centre expenses. It was agreed that Fundraising would oversee the process, as that group manages the two largest events: the Garage Sale and Holiday Market. Theresa McKenzie noted that space at the Garage Sale is limited and would need further discussion. Glen stated that, if reinstated, the 50/50 should initially limited to those two events, with any expansion considered later. Rob Seath noted that he was unaware the 50/50 draw was cancelled and expressed interest in implementing it at this year's Holiday Market.

Action: Rob Seath to review the 50/50 draw process and ensure all applications are completed clearly and accurately.

Motion: To approve the reinstatement of the 50/50 for the Holiday Market and Garage Sale with a full reassessment to be completed to decide if it is worth expansion.

Moved by: Rob Gaby Second by: Jim Abram **CARRIED**

Glen then introduced Frank Cafaro from Cairitech who was there to implement the ASA board emails for each board member (President-Glen Sharp; Vice President-Julia Jackson; Director 1-Rob Seath; Director 2-Jim Abram; Director 3-John Pelletier; and Director 5-Nancy Spinks). There was a request from Jane Snape to have an ASA email for Pickleball (Pickleball@auroraseniors.ca-Jane Snape) which Frank set up along with the Volunteer Coordinator (volunteercoordinator@auroraseniors.ca-Joanne Ledlow). Frank started by telling everyone how the training would transpire. Frank sat with each board member requiring the email application and two step authentications to be set up on their personal equipment (laptop/phone/tablet/desktop) and set them up. Frank worked through the meeting in the background with each member and training was completed. Shirley shared the document from Frank with the board members.

D26-03-05: BUSINESS FROM PREVIOUS MEETINGS – No Items

D26-03-06: Adult & Older Adult Coordinator's Report (*1)

Andrew Bailey being on vacation Brandie Yorg presented and reviewed the report containing the following information:

1. **Parking Lot Update**
   An Eflash will be issued this week sharing that the parking lot is scheduled to be completed by mid to late September. Updates can also be found on the Engage Aurora website (https://engageaurora.ca/).
   Electrical and drainage is almost complete. Once the south lot is complete all equipment will be moved to the north lot. The Reflection area will not be completed at the same time as the south lot and will have no effect on the parking. Road work will also begin sometime in October on John West Way and will be reduced to one lane for the construction period. Depending on timing this could have an impact on the Active Living Fair and Open House.

2. **Roof**

John Pelletier asked about the roof being completed. Brandie shared that she will be attending a meeting August 18th to get an update on this item. She is hopeful that there will be a response from the contractors that she will share back to the board once it is established. The understanding currently is that once the parking lot is complete the roofers will return to complete the project.

3. **Bistro**

A lengthy discussion on whether to continue with the Healthy Now supplier for this seasons Bistro's and the boards subsidizing of this event. Brandie shared that almost every Bistro sells out and that we cannot make everyone happy no matter how hard we try. Jane shared that the food is Okay and is worth $10 to members. Theresa shared the cost history which has been that we pay for eighty and only sell seventy-two due to the volunteers getting a free ticket for serving at the event making the actual cost $14.71 not $12.00. With the price increasing to $15 now making the cost $18.83. The board discussed whether to change the subsidized amount. Options on the table were, leave as is, call for quotes and move ahead with Healthy Now quote. Harold would like time to be able to calculate the impact of this increase on the ASA funds. Theresa shared that her experience during the volunteer appreciation event that she felt they would find any supplier at a lesser price. Joanne Ledlow also wanted to note that the key to this event is socialization for members.

Motion: To move ahead as quoted by Healthy Now and defer the subsidy price increase until the September Board Meeting.

Moved by: Harold Reiter Second by: Theresa McKenzie **CARRIED**

4. **Active Living Fair – October 3rd from 9am-1PM**

Brandie shared that they did not receive the grant this year so there will be no gift bags. There will be a package including newsletters and other items available to handout.

5. **Open House – October 7th from 10am-2PM**

Table to be set up for the board like last year. Board members working the table will be helping with tours.

Try it Week: Fitness September 14th and Activities October 13-19 at which time this program will be promoted at the open house.

6. **Elections**

Municipal Elections will have an impact on the Centre as follows:

Parking availability and programs closures in the West MacKenzie Room: October 19-20-21-26

Emergency Operations Testing – program closures in the West MacKenzie Room: November 16th

D26-03-07: Treasurer's Financial Reports to July 2026 and Finance Committee Report (Attached)

Treasurer Harold Reiter presented two reports:

Balance Sheet

- Our cash balance increased to $15,287 primarily because of a transfer in the amount of $10,000 from our short-term investments to the operating account. We experienced an operating cash shortfall during the month in the amount of approximately $3,480 largely due to reduced revenue producing activities and the timing of certain expenses.

- As noted above there was a corresponding decrease in the HISA balance from $14,900 to $4,900.
- Net assets at the end of the month amounted to $644,753 including the year-to-date excess of revenue over expenses of $21,497.
- Net assets include the following: Unrestricted Reserve- $ 90,393; Contingency Reserve - $124,646; Future Needs Reserve - $429,714

Statement of Operations

- Expenses for the month exceeded revenue by $2,111 due to a decline in revenue and the timing of certain expenses. Year to date revenue exceeded expenses by $21,497, which is line with expectations.
- Revenue for the period amounted to $12,522. As noted earlier this is significantly lower than the year-to-date monthly average for the first six months of the year. The decline is mainly due to the reduced level of revenue generating activity.
- New membership revenue increased during the month to $860, which was expected, due to the discounted annual membership fee.
- Expenses for the period amount to $14,633. Included in the expense was two months of Cairitech charges (June & July) in the amount of $1,995 and we processed total charges related to the Bar in the amount of $2,666. The Bar charges relate to 6 months of expenses that were not submitted on a timely basis.
- Year to date revenue more than expense amounted to $21,497, which is line with expectations.

Motion: that the board approve the Financial Report to February 2026

Moved by: Harold Reiter Second by: Julia Jackson **CARRIED**

D26-03-08: STANDING COMMITTEE REPORTS

D26-03-08-a: Finance - Board Liaison **Harold Reiter** reviewed the following: No meeting – Verbal Report

Expense Process: The committee has prepared a proposed amendment to our expense management process that it will submit to the Board for consideration at the September board meeting.

Auditor Search: three audit firms have been approached for quotes; one no response; one from Aurora quoted ½ the price of what we are currently paying; and one from Newmarket which is slightly lower than what we currently are paying. This These will be reviewed by the Finance Committee, and a recommendation will be presented to the Board once the committee has voted.

Glen shared the sad news of Ivo's passing; he will be missed as a valued member of the finance committee.

Motion: To approve the verbal Treasurers report

Moved by: Harold Reiter Second by: Julia Jackson **CARRIED**

D26-03-08-b: By-Law - Board Liaison **Rob Gaby** reviewed the following: No Meeting – no report. Meeting scheduled for September.

D26-03-08-c: Fundraising - Board Liaison **Rob Seath** reviewed the following: No meeting – no report.

D26-03-08-d: Membership & Volunteers - Board Liaison **John Pelletier** reviewed the following:

John Pelletier shared that Carol Hedenberg was voted as chair and that there are two new members on the committee – Robin Davidson and Lynette Peirre. As requested, at the previous board meeting, the volunteer application form had the declaration removed.
Stats: From January to July there were 192 new members.
July there were forty-one new members.
We expect there to be two hundred new members from July to December.
71.3% of members were from Aurora; 28.7% were from out of town; 66.7% of members are female and 33.3% are male.
Action: Shirley will bring copies of the new volunteer application for the board members to complete at the next meeting.
Motion: To approve the Membership & Volunteers report
Moved by: John Pelletier Second by: Rob Seath **CARRIED**

D26-03-08-e: Operations and Activities - Board Liaison **Julia Jackson** reviewed the following: No meeting – no Report.

D26-03-08-f: Senior Affairs, Grants & Donations - Board Liaison **Jim Abram** reviewed the following: No meeting – no report.

D26-03-08-g: Special Events – Board Liaison **Nancy Spinks** reviewed the following:

Nancy shared that the Ice Cream Social will be on Wednesday and that the committee is working on items for next year (theme dances). Nancy presented two board approvals for upcoming events.
Motion: To approve the Pacemaker's Band event budget up to $1,495.00
Moved by: Nancy Spinks Second by: Theresa McKenzie **CARRIED**

Motion: To approve the Trivia Night event budget up to $ 1,132.75
Moved by: Nancy Spinks Second by: Rob Gaby **CARRIED**
Glen shared that Special Events is adopting the assigning of table from Fund Raising.

Motion: To approve the Special Events report
Moved by: Nancy Spinks Second by: Rob Gaby **CARRIED**

D26-03-08-h: Information Technology – Board Liaison **Theresa McKenzie** reviewed the following:

Theresa shared with the board that there are missing items and clarity required to make the IT minutes complete and that the committee had not approved them before issuing as the report.
Harold shared his concerns about the set up for finance. He does not want to work in silos as the association needs to access this information at any time. He would like to ensure that the structure is explored further and hierarchy, access, permissions and read / write understood before any changes are made.

Motion: To accept the Information Technology report for information only and the final to be submitted at the September board meeting.

Moved by: Theresa McKenzie Second by: Rob Gaby **CARRIED**

D26-03-09: Ad-hoc Committees

a) Nominations & Elections - Inactive
b) Conduct Review – Inactive
c) Future Space – Active Rob G.

Rob shared a verbal report that the August meeting was cancelled due to attendance availability. The committee is awaiting on the Towns Space Review and proposal that is expected to be available the second week of February 2027. There have been four new events at the Centre, that we have been able to find space to accommodate. Next meeting September 2026

D26-03-10: Secretary's Report – No Report

D26-03-11: Vice-President's Report – No report

D26-03-12: President's Report – Verbal

The President provided the following updates:

- Health Fair at the Meadows from 10:00AM - 1:00PM October 5th – Men's Shed and ASA to attend. Rob Gaby and John Pelletier are to attend.
- Lori Hanna from the library has added our Ice Cream Social to their Activity Guide. The hope is that this could bring more interest to the Centre.

D26-03-13: NEW BUSINESS

D26-03-13a: Newsletter Board Page

- Glen to submit the newsletter to Brandie for September 2026 on August 23, 2026, at 9am
- Glen asked the board members if there were any interesting pieces of information that he could share in the newsletter. Jane shared that she found a previous version of the newsletter and asked if the details of the board and committee meetings could be re-added. Brandie will work this into the next version.
- Another suggestion is that each committee author a short story about their committee, starting with Julia from Operations and Activities. Board member agreed that the liaisons will be the authors.

D26-03-13b: Aurora's Multicultural Festival Community Zone

Glen shared the opportunity to take part in the Aurora's Multicultural Festival is an event like the Canada Day Event held at the Town Park. Event is being held on Saturday, September 19, 2026, Time: 9 a.m. to 12 p.m. at the Aurora Town Park (49 Wells Street) at no cost to participants. The ASA has been invited before and never attended. Jane shared that if the ASA is to attend this event it should represented by

cultural members which could be hard to do. It was agreed that the board would not take part. Brandie shared that a better event to attend would be the Concerts in the Park

D26-03-14: ADJOURNMENT

The Regular Board meeting of August 17, 2026, was declared adjourned at 14:38 hours.

Moved by: Rob Seath Second by: Julia Jackson **CARRIED**

Next Board Meeting will be Monday, September 21, 2026, at the Town Hall in the Holland Room.