

## Minutes - GSCA Board Meeting

October 19, 2022

### 1. Opening of the blended Zoom/in camera meeting:

Gary opened the meeting at 10:05

**Present:** Wanda Borley, Kaamran Hafeez, Kim Kristiansen, Ken Manninen, Gary Mills, Richard Strachan

**Regrets:** Sherrill Dobb-Tisdall, Howard Houle

**Guest:** Jan Pullinger joined the meeting at 10:30 for a presentation of the nominations committee plan

### 2. Amendments to agenda:

Add Gabriola Players contract to New Business

Add 1) drop box, 2) AED and 3) Cooling Centre to General Discussions

### 3. Approving the agenda: Kim - **carried**

### 4. Approving the Minutes from September 21, 2022 Board Meeting: Wanda - **carried**

### 5. Matters arising from the September 21, 2022 Minutes:

ONGOING:

#### 1. Planning (Ken)

- Expenditure List additions? (all) - added sound system to list

**TO DO (Kaamran)** - investigate cost of wireless sound system for Rollo

- Gabriola demographic document - attached - provided for information

#### 2. Correspondence (all)

- PHC strategic plan - 5 year strategic plan draft provided for information and comment - no comment made

- invitation to Gabriola Health and Wellness Collective annual planning - directors invited to planning session.

**TO DO (Ken, Richard)** - will participate in meeting and will then recommend to board whether GSCA should continue observer status or more active participation.

- Gabriola Auxiliary Island Health Care grant annual application deadline- Sept 23 - no planning expenditure identified

- BC Societies notice of Recovery and Resiliency grant application deadline - Oct 5

- GSCA does not qualify for this grant

3. 2022 Nomination committee (Ken/Richard/Jan Pullinger) - committee presented nominations plan including targeting 2 new directors to replace Gary and Sherrill; 3 or more communications to members requesting nominees. First communication to members attached. Discussed why directors believe such poor response to members stepping up to serve as directors. Discussed possibility of changing bylaws to reduce

minimum number of directors if recruiting continues to be difficult; BC Societies Act requires a minimum of 3. Board will continue to look where tasks currently being carried out by board may be picked up by non-board members or contracted out.

#### CURRENT:

1. Commercial insurance policy renewal/coverage  
- local builder advised consulting with insurance broker regarding appropriate level of coverage for replacement of Rollo.

2. GSCA website administrator access by board (Richard) - Hilary has now given associate administrator authority to Rollo Communications gmail account.

**TO DO (Ken)** - add details to the board operations manual

#### 6. New Business:

1. New activity group request (Kaamran) -

**MOTION (Kaamran/Wanda)** - support introduction of new Dementia activity group to meet monthly, every Thursday except the 4th week in the small boardroom **carried**

2. Renewal of annual contract with Gabriola Players (Kaamran) - Kaamran, Richard and Wanda will meet with Gabriola Players representatives to negotiate new contract

#### 7. Reports:

1. President - Gary inquired of and was advised by PHC that they have no space available at the Commons for use as a possible cooling centre.

2. Vice-president - PHC request to use small boardroom on Wednesday afternoons on an ongoing basis for meetings. Kaamran will advise PHC this will be granted on a trial basis subject to review at the end of the calendar year.

3. Treasurer/Membership –

chequing - \$17,959.94

savings - \$15,148.85

# of members - 131

4. Secretary/Communications - Ken drafted and distributed a cooling centre agreement for use by hosts of a cooling centre with PHC who would be the coordinator. This was based on a generic agreement Wanda had previously drafted. The Rollo brochure is out of date and will be reviewed for modification or replacement.

5. Supplies - Nester's has a new accounting system that is being adapted to account for donations.
6. Maintenance - Kim is away November 13 to December 6th and in his absence, Howard will be responsible for submitting VIHA certification water samples.

8. **General Discussion:**

1. Drop Box (Wanda) - suggested Wanda put up signage advising users not to clutter drop box shelf and replace lock with a pad lock so combination can be shared with other directors for contingency reasons.
2. AED (Ken) - it is time to host a refresher AED awareness session. Wanda will talk to Jenn Knight about supporting this.
3. Rollo involvement in cooling centre will be carried forward.

9. **Meeting adjourned by Gary at 12:11.**