

## Minutes - GSCA Board Meeting

June 21, 2023

1. **Opening of the in camera meeting:**

Jenny opened the meeting at

**Present:** Wanda Borley, Kim Kristiansen, Jenny MacLeod, Ken Manninen  
Debbie Marshall, Cheryl McNeil

**Regrets:** Kaamran Hafeez, Richard Strachan

2. **Amendments to agenda:** - none

3. **Approving the agenda:** Ken/Wanda - **carried**

4. **Approving the Minutes from May 17, 2023 Board Meeting:** Wanda/Debbie - **carried**

5. **Matters arising from the May 17 2023 Minutes:**

ONGOING:

1. Planning (Ken)

- Expenditure List additions? (all) - added roof repair

Kim met with Stevo's Roofing and cost estimate for roof repair totalled \$17,251.50.

**MOTION (Wanda/Kim)** - Kim to get a second quote for roof repair. **carried**

**MOTION (Ken/Cheryl)** - Kim to get quote for metal roof from Stevo's Roofing  
**carried**

**MOTION (Cheryl/Debbie)** - Research availability of grants for roof repair or replacement. **carried**

**TO DO** - Cheryl will look into what grants may be available for roof repair

2. Correspondence (all)

- Request from Health and Well Being Collaborative for information from GSCA to be included in an annual report. Information from collaborative members will be presented collectively so individual member data will not be revealed. This request was circulated to directors prior to meeting and received support for providing the requested information.

CURRENT:

1. Sourcing of flooring for Hagan's Hangout - update (Kim) - the estimated cost to replace the subfloor and apply vinyl flooring is \$5,000 to \$6,000.

**MOTION (Ken/Wanda)** - Kim will arrange for corridor in Hagan's Hangout to be patched and painted this summer. **carried**

2. Progress on Adult Education programming/outreach (Debbie) - Debbie met with Bob Weenk who had met with VIU Elder College representatives who are very

accommodating and willing to work with us to bring Elder College programming to Gabriola.

**TO DO: (Debbie)** - meet with other Gabriola organizations to gauge their educational needs to assist in developing a strategy for seniors education on Gabriola.

3. Progress on RDN license of use agreement renewal (Wanda) - expecting a response from RDN in early July

4. Progress on Sounder Ad inviting new groups to join Rollo (Richard) - **carried forward**

5. Policy Document Review (*Responsibilities of Activity Group Leaders*) (all directors) - attachment with recommended changes

**MOTION (Wanda/Cheryl)** - Amendments to policy proposed by Ken are approved.  
**carried**

6. Website upgrade (Wanda) - Ken was to contact activity group leaders concerning updated photos for the website. **DONE**  
Suggestion that waivers for posting photos be developed to address privacy requirements

7. Wanda will contact Penelope to discuss the possibility of her forming a line dancing member activity group that could cover her costs as an instructor outside of the annual membership fee. Other activity groups also charge various fees as well as the Rollo annual membership fee.

8. Progress on Contract for Janitorial Services (Cheryl)

**TO DO: (Kim)** - review draft contract developed by Cheryl and Wanda and once finalized, present to janitor

**TO DO: (Kim)** - set up face to face meeting with janitor every 2 months to discuss mutual concerns

9. Feedback from Activity Group Leaders about building condition (Kim) - a couple complaints received about potholes in driveway.

**TO DO: (Ken)** - fill potholes with road crush

10. Inquire of VIHA impact of pets in building on VIHA kitchen registration (Kim) - **carried forward**

11. Jenny was to order the latest unabridged edition of Robert's Rules for GSCA - **DONE**

12. Meeting with PHC update (Kaamran) - re. request for new building; also discuss Meals on Wheels access to Rollo kitchen and cooling centre agreement - **carry forward**

13. Risk of damage to floor by having pet classes held in building (Kim) - this will be addressed once results of item #10 above are known.

6. **New Business:**

1. Lawn maintenance contractor (Kim) - Gabriola Lawn Care & Services (Mike McCarthy) was hired to cut and trim Rollo grounds. Charged \$35/hr plus \$30 site/tool fee each visit plus additional charges for disposing yard waste. He is eager to continue to provide grounds maintenance for Rollo.

**MOTION (Wanda/Debbie)** - Kim will contract Gabriola Lawn Care and Services to cut and trim Rollo grounds every 3 weeks for 2 hours plus the \$30 site/tool fee per visit from September through June. **carried**

**TO DO: (Ken)** - prepare letter for Kim to present to Gabriola Lawn Care and Services specifying terms of contract

7. **Reports:**

1. Vice-president - Copy of 12th edition of Robert's Rules now in Board locker.

2. Treasurer/Membership –

chequing - \$24,014.43

savings - \$218.68

GIC - \$20,000

# of members - 125

**MOTION (Wanda/Ken)** - to accept the treasurer's report - **carried**

**MOTION (Wanda/Cheryl)** - Approve payment of \$4,962 for insurance as outlined in attached summary of terms and conditions document. **carried**

3. Maintenance/Supplies - Supplies in good order.

**TO DO: (Kim)** - will place supply orders on line with Bunzl for pick up

**TO DO: (Jenny)** - will pick up supply orders from when she is in Nanaimo on Mondays

Kim replaced the weather stripping and reset the deadbolt for the entrance door.

8. **General Discussion:**

1. Is the board of directors elected to make decisions they feel is in the best interest of the direction of Rollo/GSCA or to represent the preferences of members? (Kaamran)  
**carried forward.**

9. **Meeting adjourned by Jenny at 12:01**