

Minutes - GSCA Board Meeting

May 17, 2023

1. Opening of the in camera meeting:

Kaamran opened the meeting at 10:00

Present: Wanda Borley, Kaamran Hafeez, Jenny MacLeod, Ken Manninen, Cheryl McNeil, Richard Strachan

Regrets: Debbie Marshall, Kim Kristiansen

2. **Amendments to agenda:** - New Business - add 1) discussion with PHC and 2) request from Meals on Wheels

3. **Approving the agenda:** Jenny - **carried**

4. **Approving the Minutes from April 19, 2023 Board Meeting:** Jenny - **carried**

5. **Matters arising from the April 19, 2023 Minutes:**

ONGOING:

1. Planning (Ken)

- Expenditure List additions? (all) - Nothing was added

MOTION: (Jenny) The Rollo roof will be assessed for estimated time remaining before requiring replacement. - **carried**

2. Correspondence (all)

- Thank you for recognition gift, from Hilary Plowright

- Notification from BC Societies of changes to Act (Ken) - attachment - Ken reviewed changes that applied to GSCA. No changes have an immediate impact on GSCA though there are new restrictions about what member data may be collected; essentially only name, contact information and activity group associations. Some rules of interest to GSCA include:

a) societies must have a minimum of 3 directors

b) members must consent in writing to be directors

c) directors must be a minimum of 18 years of age

d) any director appointed prior to an AGM must stand for election at the next AGM

e) members may be less than 18 years of age

f) elected auditors must be certified accountants

CURRENT:

1. Jenn Knight provided an AED overview on Friday, May 12th at 10:00 for Rollo members. Fifteen members attended the session.

MOTION: (Richard) The GSCA will host an annual AED refresher session, including CPR, each spring at Rollo. - **carried**

2. Sourcing of flooring for Hagan's Hangout - update (Kim) - **carry forward**
3. Progress on Adult Education programming/outreach (Debbie) - **carry forward**
4. Progress on RDN license of use agreement renewal (Wanda) - Still waiting for the RDN to complete the contract.
5. Progress on Sounder Ad inviting new groups to join Rollo (Richard) - **in progress**
6. Policy Document Review (New Program Requests) (all directors) - **no changes recommended**
7. 2023 Nominations Committee - identification of 2 directors for committee (Ken) - **TO DO:** Cheryl and Jenny will be the two board representatives to lead the committee
8. Progress on website upgrades (Wanda) - upgrades continue to be made.
MOTION: (Jenny) - Activity group photos will be updated on the website - **carried**
TO DO: Ken will request activity group leaders to review current posted photos related to their groups and submit updated photos
9. Line dancing activity group - progress (Kaamran) -
TO DO: Wanda will contact Penelope to encourage her group to become a member activity group
10. Progress on Contract for Janitorial Services (Cheryl) - Wanda returned Cheryl's draft contract to Cheryl with edits for finalization
11. Feedback from Activity Group Leaders about building condition (Kim) - **carry forward**
12. Inquire of VIHA impact of pets in building on VIHA kitchen registration (Kim) - **carry forward**

6. **New Business:**

1. Robert's Rules (Jenny) - Jenny donated copies of the 3rd edition of Robert's Rules Newly Revised in Brief to the Board.
TO DO: Jenny will order the latest unabridged edition of Robert's Rules for GSCA.
2. Meeting with PHC - Kaamran met with Brenda Fowler who suggested the GSCA consider building an additional structure that PHC would then occupy as an ongoing renter and provide secure, ongoing revenue for GSCA. PHC runs programs 4 days per week and requires office space.

MOTION: (Richard) - GSCA enter into a discussion with PHC about the feasibility of building on the Rollo site to accommodate PHC programs. This discussion will take place in preparation for the GSCA strategic planning session this fall. - **carried**

3. Meals of Wheels request (Kaamran) - request to use the Rollo Centre kitchen for meal preparation is referred to PHC.

7. **Reports:**

1. President - The Stepping Up Stepping Out program coordinator requested moving their Saturday session to Fridays. SUSO will be directed to contact member groups meeting on Fridays to negotiate accommodating SUSO's request. The willingness to accommodate SUSO is totally up to individual activity groups.

2. Treasurer/Membership –

MOTION: Jenny - to accept the treasurer's report - **carried**

chequing - \$21,246.89

savings - \$218.49

GIC - \$20,000

of members - 120

3. Secretary - review of current CRA rules for registered charities, of note:
a) *Bill C32* specifies that CRA will no longer (as of December 31/22) consider requests for permission to accumulate funds for future projects
b) if the disbursement quota (the minimum contribution to charitable activities) is surpassed, the excess can be carried forward 5 years or back 1 year
c) revenue should not exceed qualified annual charitable expenses
d) charities should only have up to 100% of annual operating costs in reserve

8. **General Discussion:**

1. Risk of damage to floor by having pet classes held in building (Kim) - **carried forward**

2. Cooling Centre Agreement (Ken) - PHC has not responded to GSCA about the draft cooling centre agreement for use of Rollo.

TO DO: Kaamran will inquire of Brenda Fowler about the agreement

9. **Meeting adjourned by Kaamran at 11:55**