

NEPEAN SENIORS RECREATION CENTRE

ANNUAL GENERAL MEETING

Wednesday, October 11, 2017

DRAFT MINUTES

Art McCready, Acting Chairperson, Nepean Seniors Recreation Centre (NSRC), opened the meeting at 12:40 p.m. by welcoming all members and guests to the 2017 NSRC Annual General meeting (AGM).

Art introduced the head table – Leslie Dondale, NSRC Program Coordinator; Nancy Wright, Recording Secretary; and Janet Laframboise, Communications Coordinator. Robert Jelking and Barbara St. Laurent, Volunteer Coordinator, were absent. Aviva King has resigned from the Board.

AGM Review: Art asked the membership for any changes to the 2016 NSRC AGM minutes (copy provided to members). As no requests for changes were made, Butch Carmichael made a motion for approval of the 2016 NSRC AGM minutes, seconded by Jon Nielsen. The 2016 NSRC AGM minutes were approved.

Reports: The individual **Volunteer Management Board Reports** are attached to these minutes.

Chair's Report: Art highlighted the Board sponsored events for the past year. He expressed thanks to all volunteers, Activity Coordinators and Board members for their hard work. Art also recognized Leslie's ongoing dedication and guidance, concluding that a large part of our success is because of her hard work throughout the past year. Art encouraged members to consider becoming a volunteer, either for an activity or becoming a future Board member. Art thanked Aviva King and Robert Jelking for their past work as Board members.

Treasurer Report: Art reviewed the Year to Date (YTD) Total Revenues and Expenses, noting a current balance of approximately \$34,000 which is similar to balances reported for the past three years.

Communications Report: Janet highlighted her communications work since joining the Board. One of her recent HUB articles focused on a NSRC member. If you would like to suggest a member to be interviewed, please contact Janet via Leslie. Janet encouraged members to participate in a new activity or to consider joining the Board.

Volunteer Coordinator Report: Art presented the report in Barbara's absence. As of October 4, there are 7421 volunteer hours reported for 2017. The total volunteer hours reported to date is down substantially from last year. Art reminded all volunteers to submit their hours to Barbara, by email or by submitting completed volunteer hour report forms available in the Heritage room.

Webmaster Report: Art reported that our NSRC website averages about 500 hits per month and over 200 new signups this year. He spends 3 to 4 hours per month working on our website. The work is interesting and training is available. Art is entering his fourth year with the Board and a Webmaster replacement will be needed eventually. He encouraged any member with general computer knowledge to consider training to become our NSRC webmaster. If interested, contact Art at arthurmccready@gmail.com.

NSRC Program Coordinator's Report: Leslie's report is attached to these minutes.

Leslie highlighted the 2017 special events and activities our members have enjoyed this year, plus our forthcoming Christmas Breakfast on Dec. 7th. NSRC accepts members age 50+. In 2016, we had 960 members and have 903 members to date for 2017. We have 17 different drop-in activities operating 28 times per week, in addition to many instructional programs to help members learn something new. Leslie encouraged guests to join NSRC. Memberships for 2018 can be purchased at the Seniors Centre for \$25.50 during the Open House or subsequently at the NSRC Front Desk during business hours. The membership cost may be increasing by 2% for 2018, as directed by the City of Ottawa.

Thanks to the provincial Elderly Persons Centre's grant (EPC), our Centre will receive \$42,700 for the upcoming year for Leslie to spend on repairs, replacements or purchase of equipment on supplies for NSRC.

We enjoyed special celebrations for Canada's 150th anniversary in 2017. Next year, NSRC celebrates our 30th anniversary. In addition, we have received permission to post a permanent NSRC sign on the front of the Sportsplex building. Leslie encouraged members to join a Special Volunteer Committee to plan NSRC celebrations for 2018 and design our NSRC sign.

Leslie closed by thanking Island View Suites for our Open House refreshments and supplying a bountiful basket of goodies for a draw. She also thanked her Supervisor Chantal Laporte, Front Office staff, Board members, Activity Representatives and all NSRC volunteers for their ongoing support and commitment.

Additional Business:

Terms of Reference Changes:

Art introduced a motion to change the Recording Secretary position from an Ex-Officio (non-voting) position to a voting Board position. The motion was seconded by Butch Carmichael. This NSRC Terms of Reference change was approved by the membership. Art introduced a second motion to change the external audit requirement to a **Report to Management** process (Board reviews and approves audit results prepared by a third party NSRC member with professional CA designation). He responded to members' questions and introduced Ash Mohindra as the NSRC member who could complete this Report to management process for our 2016 finances, pending membership approval. Diane Berryman seconded the motion. This NSRC Terms of Reference change was approved by the membership.

Board of Director Nomination: Art introduced a motion to nominate Dorothy Latour as a Board Director. Dorothy has been vetted and is recommended by the current Board of Directors. Doris Latour seconded the motion. The membership approved Dorothy Latour becoming a Board Director.

New Business:

Butch Carmichael inquired about the origin of the "Oscar" statue in the Heritage Room. Leslie confirmed that it belongs to our Nepean Songsters. It was used in one of their concerts.

As no further questions were presented, Butch Carmichael made a motion to adjourn the AGM, seconded by Judy Mohindra. Meeting adjourned at 1:15 p.m.