

**NEPEAN SENIORS RECREATION CENTRE
VOLUNTEER MANAGEMENT BOARD MEETING
February 7, 2023**

Present: Janet Laframboise (Chair), Normajean Barry (Member at Large), Terry Mayne (Webmaster), Steve McIntyre (Member at Large), Verna Toy (Treasurer), Jennifer Stewart (Program Coordinator), Dorothy Latour (Volunteer Coordinator).

Agenda: Approved by Dorothy Latour, seconded by Steve McIntyre.

Minutes of Meeting January 11, 2023: Approved by Terry Mayne, seconded by Verna Toy.

Reports

Chair

- Discussion of the planned February Blahs. It was decided that the cut-off date will be February 16, 2023. Another special meeting will be held on February 15, 2023, to finalize the details regarding this event.
- A letter was presented for the board members to take when they go out to solicit donations.
- Steve McIntyre and Verna Toy were informed that they must have a police check done. They were given different options on how to proceed.

Treasurer

- Verna Toy has now officially taken over as Treasurer. There will not be a different format as to how the financials are reported. She has been looking into various activities, such as card making as a way of increasing revenue.

Webmaster

- There was nothing to report.

Volunteer Coordinator

- Dorothy Latour reported that she has 3, 860 hours to date. Members of the Board were encouraged to get their hours submitted. The hours submitted were about one third of what was normally submitted.

Communications Coordinator

- Position is presently vacant.

Special Events

- It was suggested that Steve McIntyre and Verna Toy, Terry and Art McCready would consider taking around Letter of Donation to the various businesses in the area to solicit donations in time for February Blahs. At the February 15th meeting, more in depth duties will be delegated to the various Board Members re the upcoming event.

Program Coordinator

- Jennifer talked about the Volunteer Appreciation Event. There was some discussion as to holding it in a retirement home versus Hall F and having the event catered. Normajean Barry brought up the fact that all the participants would have to undergo a Covid test to enter the Retirement home. After some discussions it was decided to use Hall F and have a catering company.
- Seniors Active Living Grant has been applied for, to the tune of \$15,000. Jennifer has requested this for special projects, such as arts programs, fitness programs and equipment, gardens around possibly the lawn bowling area. She will inform the Board more details as and when the grant is received.

Additional Business

- None.

Adjournment: Next meeting February 15th, 2023, at 10:30 am.
Moved and seconded by Steve McIntyre and Terry Mayne.

Next Meeting: March 8, 2023, at 9:30 am.