

**Nepean Seniors Recreation Centre
Volunteer Management Board Meeting
Feb 14, 2024**

Present: Steve McIntyre (Chair), Verna Toy (Treasurer), Dorothy Latour (Volunteer Coordinator), Terry Mayne (Webmaster), Frank Carbonette (Communications Coordinator), Normajean Barry (Member at Large), Maureen Moynahan (Program Coordinator)

Absent: Janet Laframboise (Past Chair).

Approval of Agenda: Terry Mayne, seconded by Verna Toy.

Approval of Minutes of Dec 1, 2023: Normajean Barry, seconded by Dorothy Latour.

Reports:

Chair

At the present time, 42 people have signed up to participate in the Blahs Bash. The cutoff date will be Feb 16.

It was decided that we need to be proactive and choose very early in the year all the dates for upcoming events. If we wish to ask Redwoods to help, we need to contact them earlier as we missed the opportunity for them to participate at the February Blahs.

Maureen will get the measurements for the new stove that the Board will buy, and Normajean and Verna have offered to go and buy the stove.

Treasurer

Verna presented the Financial Report for 2023. She also presented the income statement for Jan 2024. She stated the years budget will reflect an inflation rate of 5% in keeping with the Canadian inflation rate. The GIC will be renewing on Sep 1, 2024. The treasurer would like to pursue the idea at a later meeting of withdrawing some of the monies, the amount to be determined to be used for seniors who attend the Centre. Some ideas mentioned were workshops, equipment, subsidization of some of the programs that seniors pay for such as chair exercises, tai chi, and more. Discussion put off for another meeting. Webmaster

Terry reported he has finished archiving for the year 2023. We now have eight years of archives. There are now three USB copies of the archives. Terry and Maureen have been diligently going through email addresses to either correct them or verify them. To date they sent out 1,000 emails and received about twenty replies. It was decided to move on, and Terry announced the archiving has been done for 2023.

Volunteer Coordinator

Dorothy reported the final total of volunteer hours for 2023 is 4,307.5.

Communication Coordinator

Frank reported that the next Military Whist will be Feb 29, 2024. He is considering not having Whist in the summer due to the low numbers. Frank also presented the Tournament Expense Report for the Bridge Tournament which was held on Feb 3, 2024. A contract was signed with the City and the Hall rental was \$66.25. The total expenses for the day were \$343.85, the income was \$288.00, so there was a net loss of \$55.85. It was a very enjoyable day and Frank would like to run the Tournament on a regular yearly basis in Feb. He is investigating different avenues with a view to expanding the Tournament, such as inviting the other Senior Centres and contacting Retirement Homes.

Special Events

The next event on the calendar is the Volunteers Appreciation Day. Maureen reported that the Board does not get involved in this event. It will project to be held on Apr 23, 2024. Normajeau reported that approximately 32 people attended last year, although 45 or so were expected.

Program Coordinator

Maureen explained she would like to develop a Whist Contract with all the dates for the rest of the year. If she has the bookings and the contracts done, if for some reason one or more must be cancelled, there will be no charge. Frank was agreeable and said Whist will be the last Thursday of every month. Maureen then presented an explanation of the rental of Halls A and B. With the breakdown it amounted to a rental of \$1300 for an event. The Board was very surprised at the amount. Maureen discussed the need for a planning meeting very soon to finalize dates for the rest of the activities and do the bookings. It was decided the meeting will be March 6 at 10 AM.

Maureen brought up the matter of the safe. It was decided there was a need for one more person to have the combination and maybe to be available if the safe needed to be opened urgently. As Normajeau is one of the signing authorities, she was given the combination of the safe. Therefore, three members have the combination: Verna Toy, Terry Mayne and Normajeau.

Additional Business

Frank offered to go to Retirement Homes and talk about our activities and what we have to offer. He said he will compile a list of activities and it was suggested we could pay to have our Senior Centre advertised on the large board that is on Woodroffe Avenue. The value being it can be seen by thousands of people every day. Terry suggested that this should be done early in the year going to solicit for gift cards. Budgets in big companies are decided very early in the year and we should get out early as well to take advantage. Verna said she will send out a list of what gift cards we currently have.

There was a discussion of the E Hub and some of the members would like a printed copy distributed to those members who would rather not receive it by email. Maureen said she would look into the feasibility of doing this, in light of using less paper mandates.

Adjournment:

Next meeting is our planning meeting Mar 6 and the regular monthly meeting is Mar 12, 2024 at 10 AM. Motioned by Verna Toy and seconded by Dorothy Latour.