

**Nepean Seniors Recreation Centre
Volunteer Management Board Meeting
October 11, 2023**

Present: Normajean Barry (Member at Large), Steve McIntyre (Member at Large), Dorothy Latour (Volunteer Coordinator).

Absent: Janet Laframboise (Chair), Frank Carbonnette (Member at Large), Terry Mayne (Webmaster), Verna Toy (Treasurer), Maureen Moynahan (Program Coordinator).

Approval of Agenda: Steve McIntyre, seconded by Dorothy Latour.

Approval of Minutes of September 13, 2023: Steve McIntyre, seconded by Dorothy Latour.

Reports:

Chair

- In the absence of Janet Laframboise, Normajean Barry led the meeting.
- Frank Carbonnette and Verna Toy will take over as leads for Military Whist. The next one to be held on October 26, 2023. The evening has been switched back to Thursday hoping to attract more participants. People will sign up and pay as they arrive and check in. The fee is \$5 for members and \$7 for non members. Frank Carbonnette will visit all the activities to encourage people to give it a try.
- Maureen checked into the 2023-2024 certificate of insurance, evidencing City of Ottawa as an additional insured, effective June 1, 2023. It was determined that we should keep this policy in place because if cancelled, we lose our grandfather benefit.
- Maureen has provided covering letters to Steve, Verna and Frank so they can complete a Police Check application.
- The Christmas Breakfast discussion was put over to next months meeting as not enough members were present.
- Card making and crafts using a Cricket machine was put over to next months meeting as not enough were present.

Treasurer

- Verna Toy was absent, but a report will be presented at the AGM on Wednesday October 18th.

Webmaster

- Terry Mayne was absent but he gave a verbal report. Nothing to report.

Volunteer Coordinator

- Dorothy Latour reported 1670 hours to date.

Special Events

- The AGM will be on October 18, 2023. Two Board members will make announcements at all the Activities the week preceding the event.

Program Coordinator

- Maureen was absent so there was virtually no discussion regarding the Christmas Breakfast which is to be held on December 5th. Discussion will continue at the next meeting on November 8th.

Adjournment: Steve McIntyre, seconded by Dorothy Latour.

Next Meeting: November 8, 2023, at 10:00 am.